

CITY OF MANHATTAN BEACH
MINUTES OF THE LIBRARY COMMISSION MEETING
Monday, November 14, 2022
4:00 PM
Location: MB City Hall /hybrid

A. CALL TO ORDER

The meeting of the Library Commission was called to order by Chairperson Bond at 4:07 pm at City Hall and via Zoom.

B. ROLL CALL

Present: Commissioners Darrow (remote), Jones, Levitt (arrived 4:15), Vice Chairperson Schreiner, Chairperson Bond

Absent: Newell

Others Present: Parks and Recreation Director Leyman, Community Services Manager (CSM) Jan Buike, Sr. Management Analyst (SMA) Linda Robb, Recording Secretary Rosemary Lackow

C. APPROVAL OF MINUTES – October 11, 2022

A motion was made and seconded (Schreiner/Jones) to approve the minutes as submitted

Ayes: Levitt, Jones, Vice Chair Schreiner, Chair Bond

Nays: None

Abstain: Darrow

Absent: Newell

The motion passed 4-0-1-1

D. CEREMONIAL – None

E. AUDIENCE PARTICIPATION (3-Minute Limit)

Librarian’s Report – Library Manager, Josh Murray

Manager Murray announced: 1) a woven bookmark making event this Thursday, at 4 p.m. and 2) the book club will meet December 5th, 6:30 pm to discuss Kristen Chen’s “Counterfeit”.

F. GENERAL BUSINESS

1. Consideration of Proposed Polliwog Park Pavilion to Expand Eastside Library Services and Improve Access to the City’s Historical Collection.

Director Leyman presented a “high-level” presentation with slides, of the subject proposal, currently in a very conceptual stage. He answered questions and received input from the Commission that will be relayed back to the County which is developing

the plan.

Commission input included:

- The preliminary design, similar style to the downtown library is “spectacular” (Chair Bond)
- Concern that there will be sufficient parking especially for older adults and those with mobility challenges. Would like to see a convenient drop-off area. (Schreiner) Director Leyman explained that Community Development is providing direction on a parking standard.
- Can the Library Commission assist? (Jones); Director Leyman suggested the Commission can help by contributing to community outreach and sharing feedback, noting that the Friends of Polliwog Park will be included in the public outreach.
- Should the Commission have a brainstorming session on this? (Jones)
- Will the project remove any trees, could be a community concern (Jones). Director Leyman noted that tentatively it is believed that trees being removed can be relocated in the park.

Chair Bond invited public comment.

Gary McAulay, former MB Historical Society President, spoke in support of the project noting that one important function of the new building will be the organization and preservation of the City’s collection of historical artifacts.

2. 2022 Work plan updates/consideration for 2023:

a. **Learning at the Library (formerly Afternoon with an Author)** – (Schreiner, Levitt, Bond). Commissioner Levitt reported: they are continuing to work on the 2023 plan; and three events are planned for January, May and October/November. Update: they have Belinda Tang for January 21st, authors Peggy Curry for May and Icy Smith in Fall, 2023. Chair Bond will put together the joint session content.

b. **East Manhattan Beach Library Services** –this has been discussed. It was agreed that this item can now be taken off the work plan as listed. Commissioner Jones suggested that the Commission could hold a brain-storming session, to collect their feedback. Chair Bond will discuss with staff.

c. **MB Poetry Event** – Commissioner Schreiner reported this will take place in January after school starts back up; the Dial-a-Ride bus will be used to bring seniors to Mira Costa.

d. **Library Appreciation Party**–Commissioner Jones reported this event will be tomorrow, at noon in the library meeting room. Everything is in good shape. Commissioner Jones will prep the PowerPoint content for the joint meeting for the “Appreciation Events”.

e. **Library Commission Book Giveaway (Formerly No Strings Attached)** (Schreiner) Chair Schreiner reported: the next giveaway will be December 1, at the

North End Holiday Stroll. At 4 pm she will be set up in front of Sloopy's; volunteers are welcome, the event will be 5-9 pm. Commissioner Levitt will check into using the "Pay Nothing" app to procure high quality children's books.

f. **Story Adventure** – (Bond, Buike) Chair Bond updated: everything is ready except to determine when to do the launch – and if can coincide with re-opening of the Polliwog playground. Director Leyman suggested that early January when the Eagle Scout (Henry) is in town might work. Chair Bond will put together the PowerPoint content.

g. **Library Photo Op Day** – Scheduled for June 3, 2023; no new info to report.

h. **Entertainment Series** – Commissioner Jones reported there will be two more events as part of the work plan extending into 2023. Se will prep the PowerPoint slide content for the joint meeting.

i. **Library Awareness Initiative** (Levitt)– Commissioner Levitt updated: she is going to be meeting with a someone in advertising and will learn about how to do a social media campaign. She asked Library Manager Murray if the city could re-post the library posts on the City Library Commission page. Manager Murray will check with the library marketing people and then reach out to Commissioner Levitt. Director Leyman informed that the city has protocols about using social media and the one to discuss this with would be Jessica Vincent, the City's PIO and communications manager. Commissioner Darrow to provide input about social media and students. Chair Bond suggested that once talking points are fleshed out, these can be taken to community groups and the compilation of the list can become a new initiative and included on the 2023 Work Plan.

Discussion followed regarding the Work Plan meeting in January. Costs for each project need to be thought out completely as possible with contingencies accounted for. SMA Robb informed that all information to be in a word doc format and she will put into a PowerPoint. Graphics and wording to be submitted to her. Each program shall have: Overview, Status, Cost

Chair Bond will be reaching out to all Commissioners and she will be talking to staff about the possibility of adding a "brainstorming" session to the next WorkPlan regarding input for the Polliwog Pavilion.

G. STAFF ITEMS – None

H. COMMISSION ITEMS - None

I. ADJOURNMENT

It was moved and seconded (Bond/Schreiner) to adjourn the meeting at 5:02 pm to Monday December 12 (hybrid. The motion passed by voice vote, 5-1 (Newell absent).