



**CITY OF MANHATTAN BEACH
LIBRARY COMMISSION MEETING**

Monday, September 11, 2023

4:00 PM

Location: City Council Chambers and Zoom

A G E N D A

A. CALL TO ORDER

B. PLEDGE TO THE FLAG

C. ROLL CALL

Commissioner Bond

Chair Levitt

Commissioner Millea

Commissioner Doll

Commissioner Jones

Commissioner Jester

D. APPROVAL OF MINUTES

August 14, 2023

E. AUDIENCE PARTICIPATION (3-Minute Limit)

Speakers may provide public comments on any matter that is within the subject matter jurisdiction of the Library Commission, including items on the agenda.

1. Librarian's Update – Manhattan Beach Library Manager Josh Murray

F. GENERAL BUSINESS

1. 2024 Work Plan Discussion:

a) Staff Presentation

b) Commissioner Presentations

2. 2023 Work Plan Discussion:

a) Learning at the Library

b) MB Poetry Event

c) Library Appreciation Events

d) Library Commission Book Giveaway

e) StoryWalk

f) Library Photo Op Day

g) Entertainment Series

h) Library Awareness Campaign

G. STAFF ITEMS

H. COMMISSION ITEMS

I. ADJOURNMENT

If unable to attend in person, the Library Commission encourages the public to participate by submitting comments on agenda items or other subject matter within the jurisdiction of the Library Commission via email to both lrobb@manhattanbeach.gov and mmccollum@manhattanbeach.gov, no later than 3:00 PM, September 11, 2023 (the day of the meeting).

Zoom Meeting Instructions: There are multiple ways to join the meeting. Please Note - the Library Commissioners and Staff will be visible via video, members of the public may choose to turn on their video during public comment during their turn.

If you plan to speak during the meeting, join via Zoom at 3:45 p.m. in order to request to be on the speakers list.

1. Join Zoom Meeting via the internet (download app if needed): Direct URL: <https://citymb-info.zoom.us/j/95823663147> Please name yourself to include the item(s) you wish to speak on, and your First & Last name. Example: G.2.b – Jane Smith.
2. Join Zoom Meeting via Phone Application (download app if needed): Download Mobile Apps: <https://zoom.us/download>, Enter **Meeting ID: 958 2366 3147** Please name yourself to include the item(s) you wish to speak on, and your First & Last name. Example: G.2.b – Jane Smith.
3. Join Zoom Meeting via Phone Conference (Voice Only): Phone Numbers: +1 669-900-6833 or +1 346-248-7799. **Meeting ID: 958 2366 3147**. Find your local number: <https://comb.zoom.us/j/aByWMRmYK>. Upon calling in, you will be “muted” until you are prompted by the Host to state which item you wish to comment on. Your mic will be unmuted when it’s your turn to provide Public Comment.

Please Note - All microphones for non-Commissioners or Staff will be muted during the meeting, except during Public Comment periods for which you have requested to speak.

The City strongly advises you of the following:

1. Download the Zoom app to your respective device well ahead of the meeting time. Visit <https://zoom.us/> for the download link. Please make sure you have downloaded the most recent version available.
2. Familiarize yourself with the Zoom application prior to the meeting.
3. Check the condition of all personal electronic equipment, internet and phone connections, and microphone/speaker functionality. The City is unable to support this equipment.
4. Join the meeting prior to the start time. Due to security or technical limitations, admittance to the meeting may not be possible after the meeting begins.
5. Every effort will be made to “rename” participants on Zoom as quickly as possible, so that phone numbers are hidden, however, phone numbers may be partially visible for a brief time.

CITY OF MANHATTAN BEACH
MINUTES OF THE LIBRARY COMMISSION MEETING
Monday, August 14, 2023
4:00 PM
Location: MB City Hall/remote (hybrid)

A. CALL TO ORDER

The meeting of the Library Commission was called to order by Chairperson Levitt at 4:00 pm at City Hall in person and remotely via Zoom (hybrid).

B. PLEDGE TO THE FLAG

C. ROLL CALL

Present: Commissioners Bond, Jones, Millea, Chairperson Levitt

Absent: Doll, Jester

Others Present: Senior Recreation Manager (SRM) Melissa McCollum, Senior Recreation Supervisor (SRS) Kari Bell, Senior Management Analyst (SMA) Linda Robb, Recording Secretary Rosemary Lackow

D. REORGANIZATION OF THE COMMISSION

Chair Levitt welcomed new Commissioner, Mike Millea, who gave a brief self-introduction. Growing up in Manhattan Beach, he spent much time in the library and reading books was very important; he looks forward to working with the Commission.

SMA Robb advised that, with the departure of former commissioner Newell a new Vice Chair is needed and, pursuant to established protocol, Commissioner Doll (seat 4) is next in line to serve.

It was subsequently moved and seconded (Levitt/Bond) that Commissioner Doll serve as Vice Chair. Chair Levitt called for a voice vote, and the motion passed 4-0. (Ayes: Bond, Jones, Levitt, Millea).

E. APPROVAL OF MINUTES – July 10, 2023

Chair Levitt called for any additions or corrections to the minutes; seeing none, it was moved and seconded (Bond/Levitt) to approve the minutes as submitted.

The motion passed 4-0 in a voice vote (Ayes: Bond, Jones, Levitt, Millea).

SMA Robb clarified that when the draft minutes are circulated, if a commissioner sees something that needs correction and will not be able to attend the upcoming meeting in person to propose those changes, she can be contacted regarding the changes needed.

F. AUDIENCE PARTICIPATION

1. Friends of the Manhattan Beach Library Presentation

Melinda Reiter, President of the Friends of the Manhattan Beach Library (FOL) addressed the Commission. FOL is a non-profit organization whose main function is to conduct used book sales and donate the proceeds to the library. FOL sells books at quarterly book sales, at the library on an ongoing basis, and online through eBay. Ms. Reiter noted that membership drives are done about once a year (current individual membership: \$10).

Commissioner Jones asked about possibly raising book and membership prices. Reiter noted that prices for children's books have been raised but even expensive books that have been priced higher often do not sell. She believes raising the cost for a membership would not necessarily result in more memberships as even with such a low membership cost, very few residents seem interested during the annual drive.

Commissioner Jones expressed her endorsement for raising book and membership prices and suggested adding signage to call attention to the well-organized sale area inside the library. Ms. Reiter stated the FOL is considering putting some signs on the top of the bookcases and perhaps some additional signage on the outside of the library for the quarterly sales. In closing Ms. Reiter informed that interested persons can join the FOL online at: <http://www.friendsofthemanhattanbeachlibrariesinc.org>. The next membership drive will be in December; she will send all commissioners an email at that time.

Chair Levitt announced that volunteers are needed for the FOL book sale: Friday, August 18 from 9:15 am to 10:30 am, Saturday, August 19 from 10:00 am to 3:00 pm, and on Monday August 21 from 11:00 to noon.

2. Librarian's Update - Manager Josh Murray

Library Manager Murray made the following announcements regarding upcoming library programs and statistics:

- August 24, 10:15 – 10:45 am, Smarty Pants Storytime - “Get Ready for School” - 2-5 years
- August 29, 10:15 - 10:45 am, “Baby Toddler Time” – up to 2 years
- August 29, 4:00 – 5:00 pm – “Build a Mini Biodome” - teens 13-17 years
- August 30, 3:00 – 4:00 pm – “Piggy Bank Preparedness” - 6-12 years
- Free tutoring is available for students K through 12th grade, online on a 24/7 basis in three languages (English, Spanish and Chinese) through the “Brainfuse” service. Subjects covered; math, sciences, essay review and social studies and more. <https://lacountylibrary.org/students/> (click on Brainfuse link)
- Staffing: the library is working hard to fill a vacant adult services librarian position and when that position is filled, more offerings will open up for adults.
- Statistics: the Manhattan Beach branch, within the LA County Library system has: second highest circulation; second highest number of holds; most open hours within the West Region; and between July 1, 2022 and June 30, 2023 it had over 130,000 visitors.

Manager Murray stated he will look into adding an announcement of the FOL membership drive to the library's social media and requested that the information be emailed to him in advance.

3. Introduction of Senior Recreation Supervisor Kari Bell.

Chair Levitt welcomed Senior Recreation Supervisor (SRS) Kari Bell who gave a brief self-introduction noting her education (BA in public administration and Master's in public relations) and experience developing programs for seniors for the cities of Lawndale and Pasadena. She will be managing the older adult programs, Dial-a-Ride and will be the Library Commission liaison. She looks forward to working with the Commission.

G. GENERAL BUSINESS

Chair Levitt recited the mission statement for the Library Commission: "Established by resolution, the Library Commission serves in an advisory capacity to the City Council regarding library services provided by the Los Angeles County Library System to the citizens of Manhattan Beach. This Commission also serves as a liaison between the County, City and public/private community groups supportive of library services. The Library Commission consists of 6 members who meet the second Monday of each month at 4 pm."

1. 2023 Work Plan Discussion

a. **Learning at the Library**—Chair Levitt updated: 1) Roger BelAir, pickleball spokesperson has declined to speak in Manhattan Beach; she and Commissioner Jones will look for another speaker; 2) She has reserved the community room for September 30th and has two possible speakers: Jack Hobbs, author of *Show Them You're Good* and Eric Brinkman, the city's ceramics supervisor. If September doesn't work for Eric, she hopes he can speak in December and possibly incorporate a demonstration; 3) On October 21 she has cook book author Peggy Curry lined up; 4) For November, a potential speaker may be Lara Love Hardin, author of "The Many Lives of Mama Love".

b. **M.B. Poetry Event**—Commissioner Bond noted this item is paused for the summer and she will reach out to Shannon at Mira Costa after school starts in late August. One opportunity may be to coordinate an event in April, designated as "National Poetry Month".

c. **Library Appreciation Events**—Commissioner Jones noted that this item will go forward as in the past with two events: the second Tuesday in November, a catered appreciation lunch for public library staff, and a brunch in May for the school librarians.

d. **Library Commission Book Giveaway**—Chair Levitt noted this is tabled at this time and feels it is unlikely to be in the next Work Plan; she will update later.

e. **StoryWalk**—Commissioner Bond reported that the ribbon cutting for the installation held Friday August 11th was very successful and well attended. She will continue to look into how to resolve the condensation issue and, at the next meeting, make a suggestion as to which book to next place in the frames. The Commission briefly discussed some other possible follow up actions including: 1) placement of sandwich board signs around the park advertising StoryWalk, during the summer concerts (suggested by Commissioner Jones); 2) addition of a plaque or some other form of recognition to the installation to memorialize the role of the eagle scout (Henry) who raised the funds for the project (suggested by Chair Levitt); and 3) that addition of something to call out where the book starts (suggested by Chair Levitt). Chair Levitt noted that the StoryWalk author Seth Fishman is also a literary agent and she will be meeting with him to discuss possible local authors who might be available for the Learning at the Library program.

f. Photo Op Day—Commissioner Jones reported that Commissioner Doll has agreed to serve as chair/co-chair. They will meet again and further discuss dates for the event and come up with a plan. SRM McCollum suggested that the committee discuss first with Library Manager Murray to see if this event might have a tie in to a library program, such as National Library Week or the start of the Summer Reading Program. Commissioner Jones reminded that if live entertainment is to be provided, a new sponsor donation will be needed. SMA Robb will follow up and report back regarding the status of the “feather signs” to be used to bring attention to the special event, noting that the signs will not be specific to the Library Commission but will call out “MB Parks and Recreation Special Event”.

g. Entertainment Series – Chair Levitt noted that with the departure of Commissioner Newell, this event was not able to come together for the fall. The future of this item will be incorporated into the 2024 Work Plan discussions. Commissioner Jones noted that this item could morph into a different type of activity such as small music groups, within the library.

h. Library Awareness Campaign—Commissioner Bond reported that she has an email out to Manager Murray about all library programs and services. SRM McCollum suggested that the committee collaborate with the library to ensure that efforts between the city and library are not duplicated and City staff can assist by providing some visuals or review what the committee puts together. Commissioner Bond is compiling a list of community groups where presentations can be made such as: the city’s older adult program, Neptunians, Soroptimists, Chamber of Commerce, Amigos Unidos/Sandpiper, Scouts, PTA, etc. She encouraged the commissioners to submit any other groups to add to her list. Chair Levitt will reach out to Manager Murray to schedule a meeting to discuss. Commissioner Jones suggested that the student commissioner may be able to assist in putting together a PowerPoint presentation.

H. STAFF ITEMS –SRM McCollum announced:

- The Fall *Manhappenings* is out and registration for Parks and Recreation classes and programs has started; registration is significantly higher than 2022.
- There are three more summer concerts in Polliwog Park: *The Kings of 88*, *My Generation*, and *The Blue Breeze Band*. Staff has requested that the emcee make a StoryWalk announcement.
- The Manhattan Beach Open volleyball tournament will be held this weekend; the opening ceremony is Thursday, 3:30 p.m. Downtown will be busy during the event, so access to the library may be challenging.
- The next phase of the city’s Historical Collection Action Plan has started with processing and cataloging the historic collection at the Red House in Polliwog Park. Plans for the next step (Phase 4) are in development and will involve digitization of records and materials; more details will be forthcoming. Chair Levitt noted this important project and hopes that in the future the Library Commission might be able to host an event in support, perhaps as a work plan item.

I. COMMISSION ITEMS

Chair Levitt thanked SRM McCollum for her assistance as interim liaison. SRM McCollum noted she is happy to assist and she will continue to attend meetings until the end of this year.

Chair Levitt initiated discussion on preparing for the next (2024) Library Commission Work

Plan noting that the goal is to vote on a list of projects in October. Commissioner Jones suggested that staff email the PowerPoint from last year's City Council work plan meeting to the two new commissioners. SRM McCollum recommended that commissioners meet with Library Manager Murray for feedback on new work plan ideas. After checking with the library, the next step would be to email the list of possible work plan items to her as well as SRS Bell and SMA Robb by the end of August and this list will be placed on the next meeting agenda. Commissioner Jones suggested that websites of other libraries could be a resource for coming up with new ideas for programs. Chair Levitt noted that the commissioners can reference the mission statement of the Commission as a guideline in coming up with work plan projects.

J. ADJOURNMENT

It was moved and seconded (Jones/Millea) to adjourn the meeting at 5:04 pm to September August 14, 2023. The motion passed by voice vote 4-0-0-2 (Doll, Jester absent)

DRAFT

DATE: September 11, 2023

TO:
Members of the Library Commission

FROM:
Kari Bell, Sr. Recreation Supervisor

SUBJECT:
Library Commission Work Plan for 2024

RECOMMENDATION:
Discuss potential 2024 Library Commission Work Plan items.

FISCAL IMPLICATIONS:
Fiscal implications, if any, will be developed on a project-by-project basis and presented to the City Council as necessary.

DISCUSSION:
The Library Commission plans to develop and finalize their 2024 Library Commission Work Plan recommendations in September and October 2023 for future consideration by the City Council.

Library Commissioners submitted the following ideas for consideration. They also will discuss if there are items on the 2023 Library Commission Work Plan that they would like to recommend for continuance, removal, and/or adjustments.

2024 Ideas

1. Watts Book Drive (submitted by Commissioner Jones)

A middle school math teacher from Kipp Middle School in Watts came to the Friends of the Library Book sale on August 9 and asked about free books for her classroom library. We discussed the need for all the teachers at Kipp to stock their shelves with books. The principal supports the idea of a book drive to collect as many tween and teen books as possible. Also, Bella Beach Kids (store in downtown MB) is willing to sponsor the drive. The drive could take place October 14-15 with drop-offs at Joslyn and delivery to Kipp October 16.

2. Professors Talk (submitted by Commissioner Jones)

Invite local professors to give talks on their area of specialization. With a range of colleges in LA (UCLA, LMU, USC, El Camino, etc.) that have

speakers' bureaus, feature a lecture four times annually. USC's Emeriti Center College for retired and current faculty offers hundreds of experts who can speak on topics ranging from AI to Sports Medicine to Pop Culture.

NOTE: This initiative would require a robust budget to cover appearance and transportation costs.

3. Music at the Library (submitted by Commissioner Jones)

Feature diverse performers inside the library or outside on the large stage. At LAX, the airport launched "LAX Presents" that places a culturally diverse roster of soloists and groups in the terminals throughout the spring and summer. We could potentially reach out to those same talented performers. Also, the musicians could perform at Library Photo Op Day. NOTE: This would require a robust budget to cover performance and transportation costs.

Potential Performers:

Tres Souls – Vintage songs of the 1940's-1970's in Bolero style

Dayren Santamaria – Violin with a Cuban flair

Greek Rebertiko Trio – Authentic Greek folk music

Al Olender – Singer/Songwriter/Guitarist

Brass Connection – 5-piece brass band

4. Jellyfish Hunt Monthlong Event – Library Awareness Initiative (submitted by Commissioner Jones)

This past July, MB's downtown businesses sponsored a "Where's Waldo?" hunt that asked children to find Waldo at stores and at the library in order to be entered into a raffle. A "Jellyfish Hunt" event at the library could have miniature replicas of the jellyfish sculpture that would be perched on shelves at various points in the building. The winner(s) could be part of an opportunity drawing from local businesses such as Pages. The closing event could be an hour of relay races on the grassy knoll behind the library coupled with a brief talk from a Roundhouse Aquarium expert on jellyfish.

5. James Webb Space Telescope Talk (submitted by Commissioner Jones)

Since its launch into the universe several months ago, the James Webb Space Telescope has proven to be one of the greatest boons to scientific research in history. Because it was built at Northrop Grumman in Redondo Beach, the engineers and others involved in the massive project could speak about the impact it's already making. The library could feature the main event, but it could also include talks at Mira Costa science classes.

6. One City/One Story (submitted by Commissioner Bond) and Community Read (submitted by Chair Levitt)

Giant book club for the city. Two books chosen over course of a year and authors invited to speak. Pasadena does this, and I believe MB at one time did. Promoted through city, library, {pages}, book clubs, all our current PR channels. (Bond)

Bring back the Community Read to Manhattan Beach as a Library Commission event. Community Reads brings cities together around a single book, spawning events big and small: book groups, read alouds, books sales, etc. culminating in a single, communitywide event with the author. Create a subcommittee of librarians, library commissioners and staff to identify potential authors and related events. The approximate cost of a Community Read is \$25,000 (more if the city chooses to purchase and give out books for free to some or all readers). (Leavitt)

7. Poetry Month (submitted by Commissioner Bond)

April is poetry month. There are endless workshops, displays and speakers we could have to highlight this genre.

8. Preparedness Plan with Fire Department (submitted by Commissioner Bond)

Work with MB Fire to develop presentation and activities to prepare for any natural disaster.

9. Program with Botanical Garden (submitted by Commissioner Bond)

How to incorporate native plants into your garden. Perhaps partner with a local nursery for this presentation.

10. Local artists displayed at Library (submitted by Commissioner Bond)

I know this is in the Cultural Arts Center but perhaps we could do more around this idea.

11. Learning at the Library (submitted by Commissioner Bond) and Speakers Series (submitted by Chair Levitt)

We have talked about this at length; there are so many ideas for this! We would need to get some funding, Malibu does \$125K/year. Some ideas:

- a. Actors Company to present a play
- b. Mahjong workshop

- c. Film Screening
- d. Health Seminars
- e. Musicians
- f. Authors

(Bond)

Recommend that library surplus funds be used to run a high quality speaker series similar to the Malibu Library (also an LA County Library), which features well known "experts, authors, and other notable figures discussing a wide range of subjects, including the entertainment industry, literature, science, motivation, the arts, education, sports, travel, food, and the environment." (Levitt)

12. Library Awareness (submitted by Chair Levitt)

Continue to build out, create assets, prepared Commissioners, and book Library Commission talks at Manhattan Beach nonprofits, schools, and business associations

13. Investigate the possibility of including a robust, state of the art Makerspace in any eastside library project (submitted by Chair Levitt)

According to the American Public Library Association, "**Library makerspaces** are transformative, inviting **library** users to create, innovate and collaborate." A makerspace can support the growth of small business and startups through rapid prototyping, provide a space for designers and residents to brainstorm and create simple products to make life easier and better in the community, provide a place for youth, teens, and adults of all ages to imagine and create. These 21st century spaces are found in libraries across the country.

2023 Library Commission Work Plan

- 1. Learning at the Library**
- 2. Manhattan Beach Poetry**
- 3. Library Appreciation Events**
- 4. Library Commission Book Giveaway**
- 5. StoryWalk**
- 6. Library Photo Op Day**
- 7. Entertainment Series**
- 8. Library Awareness Campaign**

Staff Presentation at Library Commission Meeting

Staff will present information about the Library Commission's duties and

responsibilities, Memorandum of Understanding with LA County Library for operation of the Manhattan Beach Library, and related budget considerations at the Library Commission meeting on September 11, 2023. PowerPoint attached.

Library Commission – 2024 Work Plan Discussion

September 11, 2023



Manhattan Beach Library



CITY OF
MANHATTAN BEACH

LIBRARY COMMISSION – 2024 WORK PLAN DISCUSSION
SEPTEMBER 11, 2023

Background

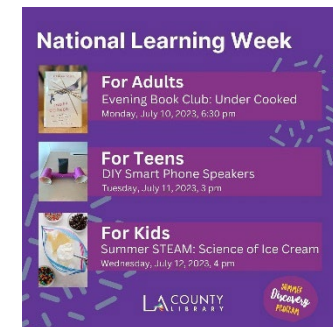
1. Memorandum of Understanding with LA County Library
2. Manhattan Beach Library Operating Budget and Staffing
3. Library Surplus Funds
4. Parks and Recreation Operating Budget and Staffing
5. City Council Work Plan
6. Library Commission Duties and Responsibilities
7. Recommendations



LA County Library - Manhattan Beach



- Tell the Library Story
- Affirm the Library as a Center for Learning
- Expand and Support the Digital Library
- Support and Cultivate the Community's Creativity
- Transform the Role of Library as Place
- Develop the Library as a Center for Community Engagement
- Develop a Staff Prepared for the Future



FY 2021-2022

Manhattan Beach Library Total Cost of Service = \$3,586,659

Operating Costs	Actual = \$2,487,712
Salaries and Employee Benefits	
Services and Supplies	
Support Costs	Actual = \$1,098,947

Full-Time Staffing (7)

Community Library Manager*	Children's Librarian I*
Adult Services Librarian II*	Library Assistant II
Adult/Teen Librarian I*	Library Assistant I
Children's Librarian II*	



Library Surplus Balance FY 2021-2022

FY 21-22 Beginning Balance	\$7,989,218
FY 21-22 Surplus	\$1,559,784
FY 21-22 Ending Balance	\$9,549,002

*Expanded Hours

*Additional Staffing

*Collection Development

*Programming Support

*Improved Care/Management of Historical Collection

*Exploration of Enhanced Eastside Library Services



Parks and Recreation Department



Youth
and Adult
Sports

REC
Program
and Teen
Center

Special
Events

Capital
Projects

Ceramics
and Art
Exhibits

Permits

Dial-A-
Ride

Older
Adult
Program

Aquatics



CITY OF
MANHATTAN BEACH

LIBRARY COMMISSION - 2024 WORK PLAN DISCUSSION
SEPTEMBER 11, 2023

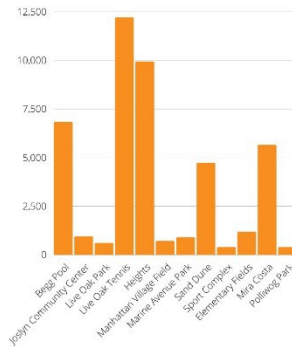
Parks and Recreation Department

Parks and Recreation Department = \$12,379,875

CLASS REGISTRATIONS	20,077
PERCENTAGE OF ONLINE CLASS REGISTRATIONS	68%
ACTIVE VOLUNTEERS	644
VOLUNTEER HOURS	10,749
YOUTH SPORTS GROUP PARTICIPANTS	9,006
DIAL-A-RIDE TRIPS	7,148
PERMITS	51 (Films, Banners, & Special Events)
NEW PUBLIC ART	7 (Funded in part by Public Arts Trust Fund)

RESERVATIONS FACILITATED

44,437 (Courts, Pools, Fields, & Facilities)



Total Full-Time Staff = 21

Community Programs (Older Adults/ Transportation) = 3 Full-Time Staff

Older Adults Program Budget = \$552,359

PARK AMENITIES WE OVERSEE

- 107** BEACH VOLLEYBALL COURTS
- 15** PLAYGROUNDS
- 18** TENNIS COURTS
- 6.5** BASKETBALL COURTS
- 22** SPORTS FIELDS
- 9** PICKLEBALL COURTS

PARKS & FACILITIES

- 69** OPEN SPACE ACRES
- 11** PARKS (2 PARKETTES)
- 2** AQUATIC FACILITIES (OWNED BY MBUSD, OPERATED BY CITY)
- 3** DOG RUNS

SOCIAL MEDIA PRESENCE - PARKS & RECREATION ACCOUNTS

- f** 8.4K
- ig** 14K
- tw** 1.2K



Note: This PowerPoint presentation is intended solely as a visual aid to an oral staff presentation of an agenda report topic. In the event of any differences between the presentation and the agenda report, the information in the agenda report prevails.

City Council Work Plan (25 items)

Parks and Recreation									
Update City Donation Policy									X
Public Art Program and Future Opportunities	X						X	X	
Assessment of Historical Artifacts and Structural Review of Historical Beach Cottage							X	X	X
Sand Dune Park Master Plan							X	X	X
Dog Parks and Community Parkettes	X							X	X
Explore Repurposing Pay N' Play							X	X	
Explore Aquatics Facility							X	X	
Library Commission Programs									
Bruce's Beach Art Project	X								
Juneteenth Event(s)							X	X	

	Management Services	Finance	Human Resources	Parks and Recreation	Police	Fire	Community Development	Public Works	Information Technology
Management Services									
Develop and Execute Plan to Address Homelessness				X	X				
City Council Governance Policy & Manual		X	X	X	X	X	X	X	X
Enhance City Website & Email Communications		X	X	X	X	X	X	X	X
Homeless Court Diversion Program		X	X	X	X	X	X	X	X
Task Force & Committees Policy Development Guidelines		X	X	X	X	X	X	X	X

- Library Commission
- Cultural Arts Commission
- Parks and Recreation Commission



Library Commission Mission

“The Library Commission serves in an advisory capacity to the City Council regarding library services provided by the Los Angeles County Library System to the citizens of Manhattan Beach. This Commission also serves as a liaison between the County, City and public/private community groups supportive of library services.”

-Boards and Commissions Handbook



Recommendations

Staff recommends that the Library Commission take the following actions:

1. Discuss potential 2024 Library Commission Work Plan items – September
2. Approve 2024 Library Commission Work Plan recommendations for City Council – October



2024 Work Plan Ideas

1. Watts Book Drive (Jones)
2. Professors Talk (Jones)
3. Music at the Library (Jones)
4. Jellyfish Hunt (Jones)
5. James Webb Space Telescope Talk (Jones)
6. One City/One Story | Community Read (Bond/Leavitt)
7. Poetry Month (Bond)
8. Preparedness Plan with Fire Department (Bond)
9. Program with Botanical Garden (Bond)



2024 Work Plan Ideas (continued)

10. Local Artists Displayed at Library (Bond)
11. Learning at the Library | Speaker Series (Bond/Leavitt)
12. Library Awareness (Leavitt)
13. Investigate Makerspace as part of Eastside Library Project (Leavitt)



2023 Work Plan

1. Learning at the Library
2. Manhattan Beach Poetry
3. Library Appreciation Events
4. Library Commission Book Giveaway
5. StoryWalk
6. Library Photo Op Day
7. Entertainment Series
8. Library Awareness Campaign



DATE: September 11, 2023

TO:

Members of the Library Commission

FROM:

Kari Bell, Sr. Recreation Supervisor

SUBJECT:

Library Commission Work Plan for 2023

RECOMMENDATION:

Discuss Library Commission Work Plan items approved by the City Council on January 9, 2023 at the City Council and Commissions joint meeting.

FISCAL IMPLICATIONS:

Fiscal implications, if any, will be developed on a project-by-project basis and presented to the City Council as necessary.

DISCUSSION:

The City Council met with the Library Commission in a joint meeting on January 9, 2023 to provide direction and approve the following topics for the 2023 Library Commission Work Plan.

- Learning at the Library
- MB Poetry Event
- Library Appreciation Events
- Library Commission Book Giveaway
- StoryWalk
- Photo Op Day
- Entertainment Series
- Library Awareness Campaign

Ad-hoc committees have been established for each project. Updates will be provided at the meetings.