



**CITY OF MANHATTAN BEACH
LIBRARY COMMISSION MEETING**

MONDAY, September 9, 2024

4:00 PM

**Location: City Manager Conference Room
City Hall**

A G E N D A

A. CALL TO ORDER

B. PLEDGE TO THE FLAG

C. ROLL CALL

Commissioner Bond
Vice-Chair Levitt
Commissioner Millea

Chair Doll
Commissioner Braitman
Commissioner Huber

D. APPROVAL OF MINUTES

July 9, 2024

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 Updates:
 - a) One Book, One County Program
 - b) Library Appreciation Events
 - c) StoryWalk
 - d) Library Surplus

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 kbell@manhattanbeach.gov, no later than 3:00 PM, September 9, 2024 (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, July 08, 2024

4:00 PM

Location: City Council Chamber 1400 Highland Avenue and Zoom

A. CALL TO ORDER

Chair Doll called the meeting to order at 4:01 p.m.

B. PLEDGE TO THE FLAG

C. ROLL CALL

Present: Commissioners Bond, Braitman, Millea, Vice Chair Levitt, Chairperson Doll

Absent: Huber

Others Present: Senior Recreation Supervisor (SRS) Kari Bell; Senior Management Analyst (SMA) Linda Robb, Recording Secretary Rosemary Lackow.

D. APPROVAL OF MINUTES – June 10, 2024

Chair Doll called for any changes, and, seeing none, it was moved and seconded (Millea/Levitt) to approve as submitted. The Chair announced that the motion passed by voice vote, 5-0 (Huber absent).

E. AUDIENCE PARTICIPATION

1. Librarian's Update

Library Manager Josh Murray made the following announcements. Registration as applicable may be accessed at the library website: www.lacountylibrary.org.

- One Book One County events: July 8th “LA Weather” by Maria Amparo Escandon will be discussed at the Evening Book Club and on July 28, 1:00–3:30 pm, writer workshop led by the author (registration required) followed by author reception.
- Play and Explore: 0-2 years, Tuesdays, July 9, 16, 23, 30; 10:15 – 10:45 am
- Circle Time: 0-2 years, Wednesdays; July 10, 17, 24, 10:15 – 10:35 am
- Smarty Pants Story Time: 2-5 years, Thursdays, July 11, 18, 25, 10:15 – 10:45 am
- Gardening for Kids with The Plant Bug: 5-12 years, Wednesday July 31, 3-4:00 pm
- Saturday Yoga series (all levels) with Petra Poschmann: July 13, 20, 27; 10:30 – 11:30 am
- Summer STEM: The Science of Ice Cream: 6-12 years, Wed. July 10, 3-4 pm
- Cooking Demonstration from CrEATive Plate: Thurs, July `11, 3-4 pm, 10-18 years
- Teen Advisory Board & Book Club Meeting: Tuesday, July 16, 3 pm.
- Clay Sculpture with Claudia Hindu: Wed. July 17, 5-6:00 pm.
- The Great White Shark Expedition: Wed, July 24, 3-4 pm.
- Henna Demonstration, Karishma beauty Salon: July 25 Thurs, 3-4 pm, 12-18 years
- Sushi Demonstration – with Chef Andy Matsuda, Aug. 1, 3-4:00 pm, 12-18 years
- Make Your Own Bird Feeder: adults, Thursday, Aug. 8, 12-1:00 pm
- Splatter & Vibe with DragunFli Designz, Aug, 8, Thurs, 3-4:00 pm
- Comedy Juggling with Michael Rayner, Aug. 10, 4-5 pm, all ages

F. GENERAL BUSINESS

1. HVAC Update from Los Angeles County Library Representative

Library Manager Josh Murray updated that the County Internal Services has initiated a study to evaluate replacing (not repairing) the HVAC system and a report, when ready, will be presented to the City. Meanwhile temporary AC units, although unsightly, are cooling the second floor. No timeline is known at this time for the system replacement. Chair Doll indicated that City staff member Melissa McCollum is meeting regularly with the County on this matter.

2. 2024 Work Plan Discussion

a) One Book, One County Program.

Library Manager Josh Murray reported that advance registration is open for the July 28th writer workshop with author Maria Amparo Escandon and currently out of 80 seats, 22 remain open. Pages has been invited to this event. Commissioner Levitt will notify April Wayland regarding the workshop.

Chair Doll expressed appreciation to Library Manager Murray for his efforts and the Commission understands when asked for details on a program, that he isn't always able to provide all the requested information "on the spot" at their monthly meetings. She hopes to improve communication between the Commission and the Library and appreciates his patience.

SRS Bell indicated that, as the Commission requested last month, an accounting of how the City's contribution of \$8,000 is to be spent for this project, is in the hands of Director Leyman.

b) Library Appreciation Events

Commissioner Millea reported that he and Commissioner Braitman have met and discussed the events (what worked, what could be done better). Chair Doll pointed out that next year the Committee can change the event – they are not obligated to repeat what has been done in the past. Commissioner Millea noted that he will be prepared to go to the schools earlier. Manager Murray noted that he felt that the library staff appreciated their lunches and believes all were taken, but cautioned that library staff cannot collectively leave their posts and attend an appreciation lunch. Other ideas floated by the Commissioners for recognizing and thanking the library staff: make the appreciation event a more personal gesture, consider doing multiple things through the year or instead of a lunch, perhaps give gift cards. It was noted that gift cards may have some specific protocols that need to be followed which can be looked into.

c) StoryWalk

Commissioner Bond reported that the Juneteenth related book "*The Night Before Freedom*" remains installed; SRS Bell reported that she has gotten very positive feedback for the book and she will talk to the Cultural Arts staff about announcing StoryWalk at upcoming summer concerts in the park. A new sandwich board is almost ready and will be placed in the park publicizing StoryWalk.

d) Library Surplus

Vice Chair Levitt updated that the committee has not yet met as they are waiting for some information from LA County. Chair Doll noted that this committee is actually two sub-committees: one for the Speaker Series and the other's purpose is to meet quarterly with Library Manager Murray to discuss Commission ideas and possible collaboration, e.g. as was done this year, with the Library Commission Photo Op Day event occurring in conjunction with the County launch of the summer reading program. Manager Murray noted that the Commission committee would typically meet with him to provide suggestions, and he would explore if the ideas could be incorporated into the County programs.

Chair Levitt stated, regarding the Speaker Series that city staff met with LA County and suggested that there be two events in a single year (spring/fall) and that possibly next spring the event could be tied into the 10-year anniversary of the library and in the fall there could be a smaller event. The County personnel will study the Commission's suggestions as to what resources are available and will respond.

Commissioner Braitman suggested that there be some collaboration with the Manhattan Beach Historic Society.

G. STAFF ITEMS – SRS Bell noted that the Older Adults group is also reading “LA Weather” and she hopes those members will participate in the library One Book One County events.

H. COMMISSION ITEMS – none to report

I. ADJOURNMENT

It was moved and seconded (Braitman/Levitt) to adjourn at 4:52 to 4:00 p.m., September 9th, 2024. The motion passed 5-0 (Huber absent).

DATE: September 9, 2024

TO:

Members of the Library Commission

FROM:

Kari Bell, Sr. Recreation Supervisor

SUBJECT:

Library Commission Work Plan for 2024

RECOMMENDATION:

Discuss 2024 Library Commission Work Plan items. Including updates of the Speaker Series committee meeting, and a recap of the One Book One County event.

FISCAL IMPLICATIONS:

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

DISCUSSION:

A) Los Angeles County Library HVAC Update

B) 2024 Work Plan:

1. One Book, One County Program
2. Library Appreciation Events
3. StoryWalk
4. Library Surplus