

**CITY OF MANHATTAN BEACH  
MINUTES OF THE LIBRARY COMMISSION**

January 25, 2010  
6:30 p.m.  
Manhattan Beach City Hall

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**CONTENTS**

	Page
10/0126-1 – Discussion and Development of Talking Points for the Manhattan Beach Library.....	2
09/1116-2 - Discussion of Future Programming Ideas for the Manhattan Beach Library.....	3

**ROLL CALL**

Present: Commissioners Adams, Cooperman, Hook and Rhees

Absent: Commissioner Popovich

Others Present: Recreation Services Manager Mark Leyman, Steven Klein, Los Angeles County Library, Manhattan Beach Library Manager Don Gould, Friends of the Library President Jean Klaren and Recording Secretary Jane Grace

**APPROVAL OF MINUTES**

Corrections

- Add to Other Commission Business – *Commissioner Rhees suggested that future Library Commission meetings be held at the Manhattan Beach Library. The commissioners agreed to the suggestion and Mr. Leyman will reserve the Library for the meetings when available.*
- Correct last paragraph of General Business – Did you know that the shelf space *for holds* has doubled?

The Minutes of the November 16, 2009 Library Commission minutes were approved as amended.

**CEREMONIAL**

None

**AUDIENCE PARTICIPATION**

None

## **GENERAL BUSINESS**

### 10/0126-1 – Discussion and Development of Talking Points for the Manhattan Beach Library

Commissioner Rhees reported that the owner of the Manhattan Beach Sun has given the Library Commission the green light to submit a weekly article for The Sun to be written by Library Manager Don Gould. The goal is to launch an education campaign titled “What you don’t know about the Library.” Ms. Rhees indicated that Don Gould will also be speaking to the Rotary Club in March about the Manhattan Beach Library.

Commissioner Rhees reported that the City met with L. A. County representatives in December, including Margaret Donnellan Todd, Steve Napolitano and their legal and real estate people. The County reported that after a temporary hold on plans for the renovation of the Manhattan Beach Library, they are ready to continue with plans with the ball completely in their court. They reported that their finance department will need to develop forecasts for costs to run an expanded library and will determine whether our anticipated tax revenue will cover these expanded costs. The County will be getting back to us in February to do a follow up to continue the process.

Commissioner Rhees reported that Interim City Manager Richard Thompson was to contact the County and will be leading the way on the project. Mr. Leyman reported that Mr. Gill met with Richard Thompson and reported that the County now needs the next set of architectural drawings in order to determine cost estimates, including staffing and building costs. Mr. Leyman reported that at the February 16 City Council meeting, we will be asking to use additional library services tax dollars to fund an architect to do the next layer of drawings to determine staffing and building costs. Commissioner Hook suggested that the Commission should see the conceptual drawings before we go to construction costs as her recollection is that the Commission never made a recommendation to Council on which concept they approved. Commissioner Adams suggested that the Commission did agree that a two-story option should be considered with the City Council making the final decision.

Commissioner Rhees reported that her goal is to first let the City Council know that the Library Commissioners are interested in going forward with the renovation project and secondly find out where we are with the project to be able to intelligently proceed. The commissioners posed the following:

- The Commissioners would like to have a more thorough presentation as to what is officially happening, i.e. timeline, with the renovation project
- What will the next level of drawings entail? What will the game plan be for the next phase? What is the County’s role, the City’s role and the Commission’s role when this next set of drawings is presented?
- The Commission is requesting a joint meeting with City Council to discuss their frustrations, ideas and questions regarding their role and the possible library renovation project

Commissioner Rhees suggested that her goal is to now educate the Commission on where we’ve been and the obligation we have to steer the library forward; instead of giving all

of our power to the new construction, focus on making this library a hipper, cooler library right now; so if the renovation moves forward, we have an opportunity to expand this library and we will be a “train moving forward.” Commissioner Hook would like to see that happen but suggested that we haven’t received any feedback from City Council with the authority to do anything. Commissioner Rhees suggested that we do have the authority to create a long range plan for the education and publicity for this library and to ask City Council for support for our plan. Commissioner Rhees suggested that her goal for the Commission would be to educate people about the library and eventually have them more vested in the library so that when a capital campaign comes around they are already of aware of the needs for the library.

Commissioner Rhees reported that Rotary Club has asked about what they can do for the community and she is suggesting that they might be able to refurbish/refresh the library like they did in the Joslyn Center, i.e. painting or book drives.

#### 09/1116-1 Discussion of Future Programming Ideas for the Manhattan Beach Library

Manhattan Beach Library Manager Don Gould made a power-point presentation on the Manhattan Beach Library. He reported that our library is not just about books but also offers multi-media information such as audio, video, CDs and magazines. The Manhattan Beach Library includes on-line resources 24/7 and is becoming an important “economic engine” in Manhattan Beach. Mr. Gould reported that libraries don’t look like they used to but are more inviting; they are a gathering place, innovative and fun and include group study spaces for all ages, with open areas and lots of levels. Mr. Gould asked whether the City of Manhattan Beach will join the 21<sup>st</sup> century and reported that the City’s Facility Strategic Plan identified that a new library is a top priority and City Council approved conceptual plans for a library expansion.

Commissioner Rhees asked what the Commission’s goal and/or mission statement should be for the coming year.

- Commissioner Rhees suggested educating the community about our library might be an important goal.
- Commissioner Hook would like to have a plan and process for the development of a new library in place with commitments from the City and County with timelines and funding in place.
- Commissioner Cooperman would like to see an increase in the number of library cards and library traffic, suggesting that nothing moves a project along faster than feedback from the community saying they can’t get into their public library because the facility is past capacity. Mr. Gould reported that we are already the third busiest library in the region; we should not only promote library services but should also promote the Friends of the Library book sales; the Friends, who donated \$5,000 to the library this year, are also in need of additional space.

Commissioner Rhees suggested that the mission statement could include “increase library traffic to justify library expansion.” We would be building the momentum to what we would like to see the library expansion become and actively involve the community to be there with us when it happens.

Commissioner Adams suggested that the Commission needs to be proactive in reaching out to the City Council about our role and suggest that we represent the voice of the community.

Commissioner Rhees suggested that the Commission's long range goal should be to build our momentum so that as the money is available for the library renovation, we are already a "train moving forward." The Commission suggested the following steps:

- Library Manager Don Gould needs to be very clear about the needs of the library
- The Commission needs to look at what the needs are of the library vs. the money we need for the expansion.
- Start a newsletter to be placed on the City website and in the Manhattan Sun with facts about the library and a list of events
- Set up a social media portfolio, i.e. Twitter or Facebook to include facts about the library and a list of events. It was suggested that the library might provide a class on using Twitter or Facebook.
- Commissioners should attend the February 16 City Council meeting when there will be a discussion on the status of the library expansion
- Request a joint meeting with the City Council regarding the ideas we have for moving forward

#### **OTHER COMMISSION BUSINESS**

None

#### **ADJOURNMENT**

The meeting was adjourned at 8:30 p.m. to the next regularly scheduled meeting on February 8, 2010.