

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

April 9, 2012
6:30 p.m.
Manhattan Beach City Hall

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ROLL CALL

Present: Commissioners Cooperman, Adams, Rhees, and Hook.

Absent: Commissioner Clemons.

Others Present: Mayor Pro Tem Powell, Manhattan Beach Library Manager Don Gould, Recreation Services Manager Mark Leyman and Recording Secretary Mary Kirchwehm.

APPROVAL OF MINUTES

Subject to Commissioner Rhees’ request regarding her inquiry of the use of sustainable wood at the March 12, 2012 meeting, the information was subsequently found on page three of the March 12, 2012 minutes. (*“Commissioner Rhees inquired if the wood being used is sustainable wood since we are a “green” city. Commissioner Hook stated that her recollection of the West Hollywood library is that the ceiling consists of a bamboo product. In addition, during her tour of the West Hollywood library, it was made clear that the materials used were sustainable.”*).

Subject to Commissioner Hook’s request about Commissioner Adams’ inquiry of the use of native plants at the March 12, 2012 meeting, the information was subsequently found on page three of the March 12, 2012 minutes. (*“Although the vegetation located outside the perimeter of the library is not drought tolerant, there will be low moisture plants. Commissioner Adams inquired if the plants chosen are native. Director Thompson reported that while most will be native plants, they were also chosen for palette and shading.”*).

The Commission approved the March 12, 2012 minutes as amended.

CEREMONIAL

None.

AUDIENCE PARTICIPATION

Ms. Madonna Newburg, Manhattan Beach senior citizen, stated that the recent temporary closure of Heights and the Joslyn Center has been very disturbing to the seniors and many have left the program. They are not aware of the effects the temporary closures would have and hope the Commission will keep the seniors in mind during the Library closure. Mrs. Newburg asked staff

to keep in mind handrails, steep slopes, steps, and parking for the seniors. Ms. Newburg also requested that the seniors are asked for their input.

GENERAL BUSINESS

12/0409-1 - Discussion of Library Programs and Temporary Bookmobile

Recreation Services Manager Mark Leyman informed the Commission that for children's story time, the Police/Fire conference room has been reserved for Tuesdays and Wednesdays from 10:00 a.m. to noon during the closure of the library. Commissioner Adams inquired the current time for the programs, and Mr. Leyman reported that it will be the same.

Mr. Leyman reported that specifications and hours of the bookmobile have not been solidified and will be presented at a future meeting. Mr. Leyman presented a handout of some alternative libraries and reported that the North Redondo library needs to be added to the handout. Mr. Leyman added that staff will be meeting and speaking with the Senior Advisory Committee regarding providing Dial-A-Ride service to the older adults and will determine which libraries people would like to go to during the interim time.

Commissioner Hook reviewed the timeline that was previously given to the Commission and inquired if the prequalification of design builders have already occurred in January 2012. Mr. Leyman confirmed that it had occurred.

Commissioner Hook inquired if there were additional financial projections—another cost estimate. Mr. Leyman reported that an update has not yet been received.

Commissioner Hook confirmed the next deadline for the project scoping documents July 2012. Mr. Leyman confirmed that this is correct since this is when the Environmental Impact Report should be completed.

Commissioner Adams inquired about the location of the bookmobile and the possibility of it being in the Joslyn parking lot. Mr. Leyman reported that the site that is currently being considered is the City Hall parking lot because it would provide phone lines and internet access. Commissioner Hook inquired if the bookmobile would utilize several parking spaces. Mr. Leyman stated that it would probably utilize three or four parking spaces. Commissioner Rhees inquired if there is the possibility of parking the bookmobile at the Joslyn Center. Mr. Leyman reported that it could be considered and reviewed and that location may work well for the Friends of the Library. Commissioner Rhees suggested that the Joslyn Center may be a good location for both the bookmobile and the Friends of the Library. Commissioner Hook stated that other spaces may be taken up by construction vehicles and with the addition of the bookmobile half the parking may be unavailable on the upper lot.

Commissioner Cooperman inquired if there is internet access at the Joslyn Center. Mr. Leyman reported that there is internet access at the Joslyn Center.

Mayor Pro Tem Powell reported that temporary access for everyone is critical and an option is to have a kiosk at Joslyn Center, Manhattan Heights, and City Hall. He also reported that there is a bookmobile in Downey where they attend the Thursday meetings and it has a handicapped accessible ramp.

Mayor Pro Tem Powell reported that information will be posted on the City website regarding temporary services in the morning. He also stated that there were concerns at each of the locations for the bookmobile. He stated that while the bookmobile will utilize four parking spaces, construction vehicles will not be parked at City Hall during construction. In regards to parking the bookmobile at Joslyn, there is concern about taking away parking spaces from the older adults. Another alternative is the Creative Arts Center, but staff has some concerns because there are a lot of programs there. The gravitation is to have the bookmobile at the City Hall location because this is the location of the existing library. In addition, there is consideration of having kiosks to provide the opportunity to those without computers to reserve their books online directly through the County. However, no final decisions have been made.

Commissioner Cooperman stated that it would be a good idea to do a site check and find out the specifications for the bookmobile. He also inquired if the service driveway by the Scout House can be considered as a possible location.

Commissioner Hook inquired if the bookmobile will be going into place in November/December. Mr. Leyman reported that it will be in place as soon as they transition. Commissioner Hook stated that she assumes that within the next couple of months the posting of temporary services will be advertised so it is provided to the community well in advance. She suggested putting something in the *Beach Reporter*. Mr. Leyman reported that there will be plenty of information to distribute as soon as it is ready.

Commissioner Rhees requested clarification if there is to be discussion on future library programs at this time. Mr. Leyman stated that the Commission can discuss programs if desired. Manhattan Beach Library Manager Don Gould reported that program plans for the future library have been drawn up by the library consultant Linda Demmers. Commissioner Rhees inquired if additional input is needed from the Commissioners regarding programming. Mr. Leyman reported that none is needed unless the Commissioners have specific information they would like to add.

Commissioner Hook inquired when the Commission will receive the next update on schematic drawings. Mr. Leyman and Mayor Pro Tem Powell reported that the drawings are currently out for bid and expect to receive the next update in June or July.

Commissioner Cooperman stated that since there were a lot of issues at the last meeting regarding materials, he inquired if the plans come back for comments or if they go out to bid with possible changes to be addressed later. Commissioner Cooperman expressed his concerns about overage and change order fees. Mayor Pro Tem Powell reported that the City is given criteria from the County and most of it is what the County prefers. He reported that the Commission's concern of the use of too much wood was brought up.

Mayor Pro Tem Powell also reported that an update on the cost of the building will be reported back to the Commission in the future. The website should be updated whenever there are updates.

Commissioner Rhees stated that at the last meeting it was acknowledged that the Commission had really good comments and input. She inquired who receives those comments. Mr. Leyman reported that Public Works Director Jim Arndt and Community Development Director Richard Thompson will report the data from the Commission to the County.

Commissioner Cooperman stated that everything seems to be going in the right direction and wants to make sure that all of the input is addressed now. He also stated that it would be fair to assume that since the County made a statement that they have cost the project, planned it out and have previously built so many structures, Commissioner Cooperman does not expect there would be any surprises.

Mayor Pro Tem Powell was in agreement and stated that contingencies were included and the County did comment that every library they have done has come in or under budget.

COMMISSION ITEMS

Commissioner Rhees inquired if there was an at-large seat opening up. Commissioner Cooperman stated it is his seat.

STAFF ITEMS

None.

Meeting was adjourned at 7:16 p.m. to the next regularly scheduled meeting on May 14, 2012.