

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

Tuesday, October 14, 2025

4:00 PM

Location: City Council Chambers, 1400 Highland Avenue and Zoom

A. CALL TO ORDER

Chair Braitman called the meeting to order at 4:00 p.m.

B. PLEDGE TO THE FLAG

C. ROLL CALL

Present (7): Commissioners Doll, Cullen, Crabtree-Kampe, Vice Chair Chou, Chair Braitman, Ferris

Absent: None

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

D. APPROVAL OF MINUTES – September 8, 2025

It was moved and seconded (Crabtree-Kampe/Ferris) to approve, no changes. Motion carried 7-0 by voice vote.

E. LIBRARIAN’S REPORT

On behalf of Library Manager Sargent, Teen Librarian Tim Olshevsky reported on several upcoming enrichment activities and special events including the Nic Stone speaker event on October 25th. He detailed outreach and promotion of the Nic Stone event, including but not limited to in-library display of posters and the author’s books, outreach to the MBUSD Public Information Officer, PTSA Communications Officer emails, and working with student Commissioner Cullen to promote at Mira Costa. There are 156 registrations currently for the speaker event; it is anticipated that there will be a cap at 250.

Librarian Olshevsky also described an in-library passive activity during the event where, consistent with Nic Stone’s young adult “Dear Martin” series, a board will be displayed, and attendees will be able to post small notes with their own letters to Martin (Luther King, Jr.) The Commission discussed how the display board content would be monitored. Librarian Olshevsky responded that the library has guidelines for appropriate content and a staff person will be assigned to moderate the display board at the event. The attendance goal is 100 people; in the event of rain, the event would be held indoors.

Librarian Olshevsky reported on the library use stats for September: door count 10,560, 4,248 holds, 16,242 items borrowed, 266 library cards issued.

All events are publicized on the library social media outlets and all programming can be accessed on the library website: <https://lacountylibrary.org/location/manhattan-beach-library/>

F. PUBLIC COMMENTS

Chair Braitman invited public comments; none received either in person or remote.

G. GENERAL BUSINESS

2. 024/2025 Work Plan Discussion

a. Library Needs Assessment (Braitman, Doll, Levitt) Chair Braitman updated what has been done to date, citing a September 25th workshop, several focus groups, interviews, and a community survey for which there were 547 responses. The Commission briefly discussed the survey results, Commissioner Levitt commenting that she felt the input, weighted towards older library patrons, does not accurately represent the whole city. As to next steps, Chair Braitman noted that the assessment program will continue, with another meeting planned in early December. SRS Bell noted that the city staff team will be reviewing the survey and will be exploring if and how additional input could be obtained.

b. Library Appreciation Events (Commissioners Cullen, Ferris) Commissioner Ferris reported that she will work with Library Manager Sargent for a Thursday date at the end of October or November for the library staff appreciation event.

c. StoryWalk (Commissioners Chou, Cullen, Crabtree-Kampe) Commissioner Crabtree-Kampe reported that the committee has met with the boy scout group and went over how to install the laminated pages; she will gather the materials together and pass on to the scouts who will install the new book – likely next week.

d. Speaker Series (Commissioners Braitman, Chou, Levitt) See Librarian's Report, Agenda Item E, above.

Chair Braitman invited public input; none provided.

H. STAFF ITEMS – no items.

I. COMMISSION ITEMS

Chair Braitman requested an update on the library HVAC repair. Amy Crowe, LA County Library Assistant Regional Administrator, stated that HVAC is being repaired for now and the library continues to work with the County Internal Services Department for a permanent solution. Also, all adult furniture has been ordered and is expected to be received in December, however the children's furniture has necessarily gone out to bid and will take longer; updates will be provided.

Commissioner Levitt expressed concern that when warm weather returns, the library may have to be closed again if the AC system malfunctions; she requested assurance that this will not happen again; Administrator Crowe noted that she does not have the information that enables her to provide such at this time, but she will keep the Commission updated.

Regarding the city pumpkin race on October 19th Commissioner Cullen will prepare a racing pumpkin, and if she can, incorporate a book theme. She will attend the race, and all commissioners are encouraged to assist and attend to cheer on the Library Commission

pumpkin in the race.

Commissioner Doll inquired as to how many of the registrants for the Nic Stone speaker event are young adults; Librarian Olshevsky commented that he can look into and provide the data to SRS Bell.

J. ADJOURNMENT

At 4:30 it was moved and seconded (Doll/Crabtree-Kampe) to adjourn the meeting to November 10th at 4:00 p.m.; motion passed 7-0.