

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

Tuesday, November 12, 2024

4:00 PM

Location: City Council Chambers, 1400 Highland Avenue and Zoom  
Teleconference by Commissioner Bond (per Government Code Section 54953(b))  
Marriott Manhattan Midtown Lobby  
151 W. 54h Street  
New York, New York 10019

**A. CALL TO ORDER**

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

**B. PLEDGE TO THE FLAG**

**C. ROLL CALL**

Present: Commissioners Bond (remote), Braitman, Huber, Millea, Vice Chair Levitt,  
Chairperson Doll

Absent: None

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

**D. APPROVAL OF MINUTES – October 16, 2024**

Chair Doll called for any changes; seeing none, it was moved and seconded (Braitman/Millea)  
to approve; motion carried 6-0.

**E. AUDIENCE PARTICIPATION**

**1. Librarian's Update**

Library Manager Josh Murray announced several library events and activities available to  
the public for all age groups through mid-December. For more information on all of the  
announced activities and events, visit: [www.lacountylibrary.org](http://www.lacountylibrary.org).

Manager Murray highlighted:

- Manhattan Beach Speaker Series event: Cory Richards on November 16, 2-3:30 p.m.  
(waitlist) - will not be recorded by library. City to check with County at meeting tomorrow  
as to general public recording.
- Library repair: progress being made on many fronts: new digital display in lobby; new  
HVAC units installed; working on purchase orders, or sitewalks done for:  
replacement/refreshing floors and stairs refinishing, furniture replacements or refreshing  
in adult and children's areas; first floor windows anti-graffiti film replacement; wood  
paneling refinishing.
- Local school outreach: continues through children's librarians, including story times both  
in-library and in classrooms and quarterly, at Friends of Library farmers market (next  
11/19).
- Brainfuse: System-wide usage and satisfaction dated was reported for FY 2023-2024; in

several categories there is over 90% satisfaction; usage was 108,999; 95,305 used databases, and almost 14,000 used to help for homework, build skills, writing etc. (will try to get branch data).

- MB branch statistics. FY 2023/24: filled 58,734 holds (increased); 169,375 visitors, averaging 14,115 visits monthly (17.5% increase); 183,832 all items circulated, an increase (books, magazines, DVDs, audiobooks, CDs, and electronic devices); 135,116 total digital downloads, eBooks and audiobooks (128% increase in Overdrive service). Manager Murray commented that the library is keeping up with nation-wide demand for e-books which continues to trend upwards (library yearly increases number of e-books). Some popular platforms for accessing digital media are Hoopla (no holds, but older books), Kanopy and Libby (by Overdrive) accessed from main library website page under the “digital library” link. Based on his experience, very few books are not returned to the city’s branch.

## **F. GENERAL BUSINESS**

### **1. 2024 Work Plan Discussion**

#### **a) Library Appreciation Events (Commissioners Braitman, Huber, Millea)**

Commissioner Braitman gave a brief recap on the appreciation luncheon at the library, which occurred today. Very nice presentation, favorable and appreciative reception. Chair Doll asked that the library provide any helpful feedback for next year’s event.

#### **b) Speaker Series (Commissioners Bond, Doll, Levitt)**

Chair Doll noted that the LA County and City speaker series planning team will meet tomorrow; The bookstore {pages} has been invited. It is expected that at the next (January) Commission meeting, in addition to a recap on Cory Richards, the speaker for the Spring, 2025 event will be identified.

#### **c) StoryWalk (Commissioners Bond, Huber, Millea)**

Commissioner Bond noted that there is no new information to report but she continues to work on a “how to” document with a list of books historically installed and those recommended, for her successor.

#### **d) Library Events/Programming (Commissioners Braitman, Levitt)**

Library Hometown Fair Booth? Commissioner Braitman inquired as to whether the Library has had a booth at the Hometown Fair. Library Manager Murray explained that the library had a booth this year, set up outside the library and got quite a few visitors, but due to difficult logistics does not have a booth in the park. The library’s exhibit of local authors viewable before and after the fair was popular.

It was suggested that the Library Commission host a table to promote the library. After discussing, it was agreed that the committee, if interested, should develop a more detailed concept and run by Manager Murray for his input and then bring back to the full Commission for discussion. SRM Bell emphasized that it is important that the commission be strategic and make sure that the booth will be within the purview of the Commission’s liaison role, and not be infringe on the County’s role.

Photo Op Day? Commissioner Braitman reported that he and Vice Chair Levitt met with the County about potentially bringing back some form of “Photo Op Day” and they were advised that this is not an event that the County Library is interested in continuing. Vice

Chair Levitt clarified that the County does not see Photo Op Day as something that augments or benefits their programming. It was pointed out that the Photo Op event nexus to the library was that it could encourage attendees to also visit the library, especially important after Covid. However, attendance statistics do not indicate that such is needed in Manhattan Beach and the new speaker series will be promoting the library.

It was clarified that the committee is officially moving away from continuing Photo Op Day, but perhaps another city commission may be interested in this event.

#### **G. STAFF ITEMS**

1. SRS Bell asked whether any of the commissioners want to speak at the Cory Richards event, if so, please let her know so this can be worked out with the County.
2. SRS Bell reminded that the Commission will be dark in December.
3. Chair Doll asked about the status of digitization of local history; SRS Bell will look into and provide an email response. Manager Murray informed that the physical local newspaper historical collection was returned today and is once again available to the public.

#### **H. COMMISSION ITEMS**

Chair Doll reminded each Commissioner should regularly check their city emails and respond to staff in a timely manner and individual committees need to meet regularly between monthly meetings and generally communicate with other committee members. There was brief discussion on how to check city emails on a phone; SRM Robb will look into and advise.

Commissioner Huber will be having her student meeting this week and will remind about the Cory Richards event and ask about ideas for the spring event speaker.

#### **I. ADJOURNMENT**

It was moved and seconded (Levitt/Braitman) to adjourn the meeting at 4:57 pm to 4:00 p.m., January 13, 2025.