

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

July 10, 2017
6:00 p.m.
City Council Chambers

CONTENTS

A. CALL TO ORDER

The meeting was called to order at 6:06 PM.

B. PLEDGE TO THE FLAG

C. ROLL CALL

Present: Commissioners Casady, Kunkee, Elasowich, Schreiner, Windes and Scalabrini

Absent: None

Others Present: Recreation Services Manager, Eve Kelso and recording secretary, Linda Robb

D. APPROVAL OF MINUTES

June 12, 2017

Commissioner Casady moved to approve the June 12, 2017 minutes as written.

Commissioner Schreiner seconded the motion. The motion passed.

Ayes: Commissioners Casady, Kunkee, Elasowich, Schreiner, Windes and Scalabrini

Nays: None

Abstain: None

Absent: None

E. CEREMONIAL

Commissioner Casady welcomed the new commissioners.

F. AUDIENCE PARTICIPATION (3-Minute Limit)

Commissioner Casady opened the floor to audience participation.

Melissa McCollum, Library Manager –Ms. McCollum presented the following, regarding library programs:

Programming Updates

- Collaboration with Cultural Arts Division – 6 temporary art pieces will be installed at the Library associated with the full exhibition at the Art Center and hope to cross market. The Library will be co-sponsoring three events: the opening, an after-hours artist panel (still waiting for approval) in August, and a children's interactive art activity in September. The idea for the collaboration was inspired by the West Hollywood library.
- Summer is the busiest time for the library. Averaging 150 kids on Wednesday morning activities.

- 6 books clubs in July, a new record
- Outdoor screening of *Princess Bride*, July 21st – partnership with City of Manhattan Beach and Nikau Kai
- County Library news – The County has increased open hours adding 15,000 annual open hours throughout the County. The Manhattan Beach Library hours are not changing. Manhattan Beach is open the second highest number of hours of the libraries in our region. Across the board, Manhattan Beach is tied for number 6. The library is unable to add more hours without adding staff.
- The County library system is targeting third graders to get them library cards. The Commission was invited to help with the push and asked to consider adding this as a work plan item. . Commissioner Windes offered to help and utilize her past experience.

Commissioner Windes asked how the book clubs work with respect to the number of copies available. Ms. McCollum replied that they try to order enough copies so that book club members can check out the books. The Book Club may switch from Saturdays to Wednesdays when school starts in order to increase participation.

Commissioner Schreiner asked why the library closes early on Thursday when there are so many tests on Fridays. Ms. McCollum advised that City and County Administrators would need to look at usage and other statistics if there is interest in evaluating the library's open hours. Ms. McCollum stated that there is currently no way to add additional hours without adding part-time staff. The commission would like to study the possibility of switching hours.

Commissioner Casady moved to discuss increasing Thursday library hours on the August agenda. Commissioner Kunkee suggested a friendly amendment to request permission to discuss in September. The amendment was accepted by Commissioner Casady. Commissioner Windes seconded the motion. The motion passed.

Ayes: Commissioners Casady, Kunkee, Elasowich, Schreiner, Windes and Scalabrini
 Nays: None
 Abstain: None
 Absent: None

The floor was closed to public comment.

G. GENERAL BUSINESS

16/1114.1 Discussion of joint meeting and work plan items for City Council approval

Manager Kelso explained that the next step is for the Commission to look at the projects and develop timelines and proposed budgets. The commissioners discussed the following:

- Regarding work plan item “Informal Business Lunches with speakers of interest to local merchants at Library,” The item still in question is the idea to charge people to attend the business lecture/lunch. Commissioner Casady asked to clarify whether or not attendees would be charged. Ms. McCollum stated that the general policy is to make the events accessible to all so charging would not be recommended. Ms. McCollum stated if the event was a Commission event instead of a joint Library event, it would not violate any policy. In that case, the library would not be marketing the event. For a private event, a sponsor could cover some of the costs. Usually when authors come and speak, they are on a book tour and people are able

to buy books. There is no charge for the meeting room however there is a \$25 fee for food. It was decided that \$15 would be enough per person for food. Commissioner Windes mentioned that speakers could also be sought from local universities. If it is a co-sponsored event with the library the fee for food would be waived.

Commissioner Casady mentioned that he would like to speak with Mark Lipps of the Chamber of Commerce to gauge interest. Commissioner Windes suggested that the business community will judge the event by the first one. Possibly sponsors could be obtained for the second event and moving forward. The commissioners discussed that the budget for this item would include a \$500 stipend to secure speakers.

- Ms. McCollum reported that Summer reading results will be available mid-August for the Commission to invite outstanding readers to be recognized. Commissioner Windes commended Ms. McCollum on the elementary school events organized by the library.
- Commissioner Kunkee mentioned that the subject of seniors on the East Side was raised multiple times and should be addressed in the work plan. She stated that one idea was to be able to let people return books to the Dial a Ride service. Manager Kelso mentioned that Dial-a-ride is available to all seniors for rides to the library. Commissioner Kunkee stated that part of their function may be publicity and educating the public on services that are already available.

H. COMMISSION ITEMS

Commissioner Windes stated that it is difficult for some Older Adults on the east side to get old books to the library to donate. Ms. McCollum stated that it may be easier for those on the East side to get the books to the Lawndale library, which is always grateful for book donations. Ms. McCollum also stated that residents may contact the Friends of the Manhattan Beach Library for more information about donating books to the Manhattan Beach Library.

I. STAFF ITEMS

Manager Kelso updated the commission on the Little Free Libraries (LFL) project. Work has begun on one of the Civic Plaza LFLs and the Girl Scouts will be meeting with the Older Adults Art Program art class to talk about the one at the Joslyn Center. Commissioner Kunkee reported that one of the two LFLs in the civic plaza had been renovated (not the post) and the other one had not yet been touched. She stated Camille from the Girls Scouts has now enlisted the team of Boy Scout Venture Crew 860 to help. They will meet to discuss the Civic Plaza and Marine Ave Park locations.

J. ADJOURNMENT

Commissioner Elasowich moved to adjourn the meeting. Commissioner Schreiner seconded the motion. The motion passed.

Ayes: Commissioners Casady, Kunkee, Elasowich, Schreiner, Windes and Scalabrini

Nayes: None

Abstain: None

Absent: None

The meeting was adjourned at 7:03 PM.