

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

July 12, 2021  
5:00 p.m.  
Virtual – Zoom meeting

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**CONTENTS**

**A. CALL TO ORDER**

The meeting was called to order at 5:00 PM.

**B. ROLL CALL**

Present: Chair Jones, Windes, Schreiner, Bond, Parikh

Absent: Siemak

Others present: Recreation Services Manager, Jan Buike; Management Analyst, Linda Robb

**C. APPROVAL OF MINUTES**

Commissioner Windes moved to approve the June 14, 2021 minutes as written.

Commissioner Schreiner seconded the motion. The motion was approved.

Ayes: Windes, Jones, Schreiner, Bailey, Parikh

Nays: None

Abstain: None

Absent: Siemak

**D. CEREMONIAL**

Chair Jones recognized Commissioner Windes for her service as Chair for the 2020-2021 term.

**E. AUDIENCE PARTICIPATION**

Chair Jones opened the floor to audience participation.

Acting Library Manager, Josh Murray gave his monthly report including the following:

The library welcomed 5,689 people for indoor service and circulated 18,635 items in June.

Upcoming virtual programs (register online):

July 14, 2:00 pm – Skirball Family storytelling, Manu and the Little Fish

July 20, 11:00 am – Find a Job if You're 50+ with author, Carrie Hannon

July 20, 3:00 pm – Virtual Tour of LA County Parks with the LA County Department of Parks and Recreation

The library has extended indoor service hours to Mondays, Wednesdays, Thursdays and Fridays, beginning at 10:00 am and Tuesdays beginning at 1:00 pm. The library is still closed on the weekends.

Commissioner Bond will contact the Beach Reporter and Easy Reader to try to get the

library programs advertised at no cost.

LA County Library, Regional Administrator, Don Rowe will attend the August meeting.

The floor was closed to public comment.

#### **F. GENERAL BUSINESS**

**Afternoon with an Author** – (Schreiner, Windes) Commissioner Schreiner reported that everything is ready to roll with the event. They are waiting for confirmation on a date when the County will allow events in the room. The plan is for Jan Dennis to talk about her book on the Fire Department and to invite the Fire Chief and some firefighters. Commissioner Schreiner will reach out to Urban Plates and confirm participation at the next meeting. The subcommittee is expecting up to 70 people, including staff and guests. Manager Murray stated that if books are being sold, the Friends of the Library may be able to get involved to help with sales. The subcommittee will speak with Jan Dennis to see how she has handled sales in the past.

**East Manhattan Beach Library Services/Book Vending Machines** – (Siemak) Commissioner Jones asked if there was any information as far as a bookmobile. Jan Buike reported that the City is still working with the County Library so there is nothing definitive yet. The survey will help to determine what may come in the future.

**Late Night at the Library/ MB Poetry event** – (Windes, Schreiner) - Commissioner Schreiner stated that the name will be changed as it is not likely to be a late night event. Commissioner Schreiner will be speaking with Shannon Vaughn about when the students will be comfortable sharing their poetry. The preferred location is the library but it could be held at Joslyn Center. This event is in a holding pattern until a venue can be chosen. .

**Library Appreciation Event** – (Jones, Bond, Schreiner) – Commissioner Jones reported that a date of November 16<sup>th</sup> has been set. The event will follow all necessary protocols. The plan for now is to use The Kettle.

**Library Welcome Back event** – Tabled

**MB Writer Awards** – This item is currently tabled.

**No Strings Attached** – (Windes, Schreiner) Commissioner Windes stated that this event may happen in conjunction with a possible upcoming LA County Library event in August. Everything is ready to go. If the LA County event doesn't happen, they will set up at the next two Light Gate sunset dates in November and January. Friends of the Library may provide some children's books.

**StoryWalk** – (Bond, Jones) – Commissioner Bond reported that she has been in contact with several people to try to establish this as an Eagle Scout program. The subcommittee is considering a name change of this project, to Story Stroll. The subcommittee scouted locations in Polliwog Park.

The subcommittee scouted locations in Polliwog Park.

**Site 1:** in the area of the Braille Walk, near Premier Field

**Site 2:** Upper area near Begg Pool and Botanic Garden

**Site 3:** The area near the middle school, on the long path near the upper Polliwog play structure – Commissioner Windes mentioned that when the Middle School students do their mile run, they may run through that area, which could be problematic.

Commissioner Windes mentioned that there is a preschool next very near to the Botanic Garden so that might be a good place.

Moving forward, the commission will need to regularly decide on new books, possibly on a quarterly basis. Maintenance will also need to be done. Lamination could possibly be done at City Hall. Manager Buike will walk through the potential locations with Director Leyman.

Story Walk is a trademarked program so we will probably change the name to Story Stroll. Commissioner Windes would like to brainstorm a new name because she doesn't feel that stroll is the right word to use for this children's activity.

**Summer Reading Program** – Commissioner Windes read a report from Librarian Claire Moore regarding the Spring/Summer Discovery Program (SSDP) – The library will be giving out activity kits for kids and teens to take home each week. The Bean stack app is being used to provide data. 191 people registered for a reading challenge 520 books have been read. There are 73 active participants. Commissioner Jones suggested that perhaps the activity kits could be displayed prominently to market the activity. Commissioner Windes will pass on the suggestion to Claire Moore.

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

Manager Buike conveyed the City Clerk's apology for the delay in her reply to the suggestion for recognition of Heidi Snively. There is a conversation happening regarding whether or not the commissions will be doing recognition at commission meetings or if all recognition will be done by the City Council at City Council meetings. Staff will confirm whether the Summer Reading Program recognition is allowed.

Analyst Robb reported that meetings will be held on zoom until further notice. When in person meetings return, it will likely be a requirement to also offer public participation via zoom.

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

Chair Jones would like to invite Melinda Reiter to a future meeting to speak about the Friends of the Library.

Chair Jones hopes to leave a legacy this year. She would like to present the first ever event Library Photo Op day. A photographer would donate their services to take photos of people at the Light Gate with the library behind it. The event would be two to three hours long, with entertainment and food trucks. The event is proposed for April, 2022. Manager Murray mentioned that assignment of copyright for the photos is an issue that came up and would need to be addressed with the photographer. A proposal will be prepared for City Council consideration for addition to the work plan in January, 2022. Commissioner Jones will begin researching.

#### **I. ADJOURNMENT**

Commissioner Windes moved to adjourn the meeting. Commissioner Schreiner seconded the motion. The motion carried unopposed.

The meeting was adjourned at 5:22 PM, to August 9, 2021.