



## Legislation Text

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**File #:** 18-0510, **Version:** 1

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**TO:**

Honorable Mayor and Members of the City Council

**THROUGH:**

Bruce Moe, City Manager

**FROM:**

Mark Leyman, Parks and Recreation Director  
Eve Kelso, Community Programs Manager

**SUBJECT:**

Request from the Library Commission to Discuss Adding Three New Library Commission Items to the Commission's Work Plan (Parks and Recreation Director Leyman).

**APPROVE**

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**RECOMMENDATION:**

Staff recommends that the City Council approve the request from the Library Commission to discuss adding three new Library Commission items to the Commission's Work Plan.

**FISCAL IMPLICATIONS:**

There are no fiscal implications at this time, as this is a request to discuss the items. If the City Council approves the items for discussion, the Commission will bring forward recommendations for City Council consideration.

The Library Commission projects that the budget for the "Manhattan Beach Writer Awards" would be minimal (under \$100/year) and would include a plaque and/or certificate at each recognition. The anticipated cost of the "Books and Cooks" event would include the cost of entertainment (anywhere from \$200- \$1500 depending on the band selected) and approximately \$2 per person for food discounts, up to \$200. The costs of the book vending machines would include the machine(s), ongoing book supplies and staff to replenish the books on a regular basis. Further research into costs is needed.

**BACKGROUND:**

The City Council approved the Library Commission Work Plan at the June 4, 2018, City Council meeting. However, the Boards and Commissions Handbook provides an option to add an item to the work plan following City Council approval of the Work Plan:

"If a new item is brought forward from the commission after the Work Plan has been approved by the City Council, the commission may still request permission to discuss that item, but will require City Council approval. During the "Commission Items" portion of a Commission meeting, a Commissioner may raise the idea of a new initiative for potential future consideration. If the majority of the Commission agrees to pursue the

new initiative, the Commission may forward the request to the City Council through a letter or summary prepared by the Staff Liaison and placed on the consent calendar of City Council meetings requesting to approve discussion of the new Work Plan initiative.” (Page 18, Work Plan Section).

Consistent with the Boards and Commission Handbook, the Library Commission is requesting permission to place this discussion item on a future Commission agenda and potentially present a recommendation for future City Council consideration.

## **DISCUSSION:**

Three new potential work plan items were brought forward from the Library Commission at both the October 9, 2018, and November 5, 2018, Library Commission meetings, after the Commission Work Plan was already approved by the City Council. The Commission is requesting permission to discuss these three items called the “Manhattan Beach Writer Awards,” “Books and Cooks,” and “Book Vending Machines.”

### Manhattan Beach Writer Awards

The idea behind the “Manhattan Beach Writer Awards” is that the Library Commission could recognize a writer, journalist, blogger, etc. The hope is that the Manhattan Beach Writer Awards would be an ongoing initiative that might help to bring in members of the community.

### Books and Cooks

The “Books and Cooks” event would be a Library Open House, where doors of the library would be open on a Sunday to bolster the foot traffic into the library. There could be food trucks and entertainment in the parking lot or on the back patio. People could explore upstairs to get a coupon for food discounts. The idea is that this would be an annual event.

### Book Vending Machines

The “Book Vending Machines” could hold a variety of books at one or various locations, giving limited library access to more people. The library vending machines would be similar in function to “Red Box” DVD kiosks, offering a limited selection of books which could include best sellers, classics, award winners and curated favorites of library staff. The vending machines could also help to better serve residents who find it difficult to visit the library.

The frequency and specifics of these items are up for discussion. The Commission requests permission to pursue these item and ultimately present a proposal to the City Council.

Parks and Recreation staff currently anticipates minimal staff time and resources associated with these requests.

## **PUBLIC OUTREACH/INTEREST:**

Preliminary discussions of these items were discussed at the October 9, 2018, and November 5, 2018, Library Commission meetings.

## **LEGAL REVIEW**

The City Attorney has reviewed this report and determined that no additional legal analysis is necessary.

**Attachments:**

1. Memo - Library Commission Request
2. October 9, 2018 Library Commission Minutes