



**CITY OF MANHATTAN BEACH
LIBRARY COMMISSION MEETING**

**April 8, 2019
City Hall
City Council Chambers
1400 Highland Ave.
Manhattan Beach, CA 90266
6:00 PM**

A G E N D A

A. CALL TO ORDER

B. PLEDGE TO THE FLAG

C. ROLL CALL

Commissioner Windes
Commissioner Elasowich
Commissioner Schreiner
Commissioner Jones
Commissioner Bond
Commissioner Owen

D. APPROVAL OF MINUTES

March 11, 2019

E. CEREMONIAL

F. AUDIENCE PARTICIPATION (3-Minute Limit)

The public may address the Commission regarding City business not on the agenda.

Librarian's Report – Library Manager, Maria Manigbas will discuss library programs, activities and updates.

G. GENERAL BUSINESS

Discussion of Library Commission Workplan items

H. STAFF ITEMS

I. COMMISSION ITEMS

J. ADJOURNMENT

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

March 11, 2019
6:00 p.m.
City Council Chambers

CONTENTS

A. CALL TO ORDER

The meeting was called to order at 6:02 PM.

B. PLEDGE TO THE FLAG

C. ROLL CALL

Present: Commissioners Elasowich, Schreiner, Windes, Jones, Bond and Owen*

Absent: None

*arrived at 6:20 PM

D. APPROVAL OF MINUTES

Commissioner Windes moved to approve the February 11, 2019 minutes with the changes below requested by Commissioner Jones and Commissioner Windes.

Commissioner Schreiner seconded the motion. The motion passed.

P. 2, paragraph 3 – insert the word “to” to read “Commissioner Windes would like to convey...”

P. 2, paragraph 3 – insert the word “is” in second to last sentence to read “Commissioner Wines stated that there is a fence that may be unlocked over the summer, but it is not completely clear.”

P. 2, paragraph 3, last sentence – add “due to the stairs” for clarification, to read “She added that access may be challenging, **due to the stairs**, for older adults.

P. 3, paragraph 4 – add “Open House” to Books and Cooks to read “Books and Cooks Open House”, also correct spelling from Riter to “Reiter.”

Ayes: Commissioners Elasowich, Windes, Jones, Schreiner, Bond

Nays: None

Abstain: None

Absent: Owen*

E. CEREMONIAL

A moment of silence was held for the passing of Sandra Seville-Jones, Planning Commissioner.

F. AUDIENCE PARTICIPATION

Chair Elasowich opened the floor to audience participation.

Community Library Manager, Maria Manigbas gave some program updates including:

- Thanked the Commission for making the surplus recommendations that were

approved by the City Council. She asked when the budget will become available. Manager Kelso will follow up with her.

- Thanked the Friends of Manhattan Beach Library for purchasing patio game sets for a program called Fun and Games at the Library.
- MB Library Staff brought the bike mobile to the Farmers Market in the month of March. She and Claire Moore gave away books and read for storytime.
- Shared the library schedule of upcoming activities and programs.
- LA County Library is one of 15 libraries honored as a finalist for the Institute of Library Services, National Medal for Museum and Library Services. The National Medal is the nation's highest honor given to museums and libraries for community service.

Commissioner Jones mentioned seeing a patron thanking a librarian and believes that library staff should have name tags so that patrons can easily see names and feel familiarity with staff.

Chair Elasowich closed the floor to public Comment

G. GENERAL BUSINESS

Discussion of Commission workplan items:

Library Staff Meet and Greet - Commissioner Owen designed the invitation to be sent to library staff and City Council. Commissioner Elasowich will be emailing the invitation to the invitees and fliers will be distributed in library staff mailboxes. Manager Kelso will order the food. Commissioner Jones recommended having an agenda so there is a structure to the event and who is responsible for tasks. Manager Kelso will bring nametags, as they were perfect for the last event. Small edits to the invitation were recommended and noted. Commissioner Bond volunteered to donate some gift cards.

Library Lunch Club – Commissioner Windes reported that Chris Erskine made a commitment to be at {Pages} on June 13th that would conflict with a June 7th Library Lunch Club date, so he will not be able to participate. Manager Kelso reported that Cort Casady would be happy to introduce a commission member to his MB Post contact and that he suggested Robin Abcarian and Steve Lopez as possible speakers. Commissioner Jones volunteered to call the LA Times to see if any of their columnists are coming out with books in the near future.

Commissioner Schreiner mentioned a woman named Diane Smith touring to promote a book that her daughter wrote before she died of cystic fibrosis. It was discussed that this might be a depressing topic.

Books and Cooks Open House – Commissioners Jones and Bond met and prepared a preliminary budget which was reviewed and discussed. The desired date is Saturday, September 14th from 11:00-1:00. Commissioner Jones asked how the budget of \$3200 can be funded. Manager Kelso stated that it would need to go through the City Council. She added that the original proposal for the event was for a Sunday in order to promote Sunday hours. Commissioner Jones confirmed that was the original intention but that the event could be held on a Saturday and still promote Sunday hours. She stated that the subject could be discussed and decided at the next meeting. Commissioner Windes recommended removing balloons from the budget for financial and environmental

reasons. She also recommended removing the street banner as it is currently 30% of the budget. Manager Kelso will check the banner schedule for availability at the Highland location in front of the library and at Morningside and Manhattan Beach Boulevard. Manager Kelso recommends preparing a couple of scenarios in case the City Council doesn't approve the whole amount. Commissioner Windes suggested talking about the event at a City Council meeting before a budget is requested. Manager Kelso will consult with Director Leyman to see if that is recommended.

East Manhattan Beach Alternate Library – Commissioner Windes gave a status update. Dr. Matthew's office reports that the Mira Costa library will remain closed until after Spring Break and then will be reevaluated.

STAFF ITEMS -

Manager Kelso reported that the commission's Library surplus recommendations were approved by the City Council.

Manager Kelso will not be present for the March meeting. Jan Buike will be there in her place. She asked the commissioners to save the date of June 3, 2019 for the Joint City Council/Commission meeting.

H. COMMISSION ITEMS

Commissioner Schreiner reported that the Blind Date with a Book on February 14th was a success and that City Employees were very supportive of the effort. Commissioner Windes added that it was a lot of fun and she is hoping that they will also be able to do the Art Walk in the North End when that comes up again.

Commissioner Jones wants to emphasize in the Library Meet and Greet flyer that the event is about sharing ideas and opening up a line of communication.

I. ADJOURNMENT

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

Ayes: Commissioners Elasowich, Windes, Schreiner, Jones, Bond, Owen

Nays: None

Abstain: None

Absent: None

The meeting was adjourned at 7:14 PM.