



**CITY OF MANHATTAN BEACH
LIBRARY COMMISSION MEETING**

**July 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 Bond
 - Commissioner Windes
 - Commissioner Siemak
 - Commissioner Schreiner
 - Commissioner Jones
 - Commissioner Parikh
- D. APPROVAL OF MINUTES**
 - May 13, 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**

May 13, 2019
6:00 p.m.
City Council Chambers

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A. CALL TO ORDER

The meeting was called to order at 6:00 PM.

B. PLEDGE TO THE FLAG

C. ROLL CALL

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

Absent: None

D. APPROVAL OF MINUTES

Commissioner Windes moved to approve the April 8, 2019 minutes as written.

Commissioner Schreiner seconded the motion. The motion passed.

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

Nays: None

Abstain: None

Absent: None

E. CEREMONIAL

Commissioner Elasowich presented Commissioner Owen with a certificate of appreciation for her service as the Student Commissioner. Commissioner Schreiner presented Commissioner Elasowich with a certificate of appreciation for her six years of service to the commission.

F. AUDIENCE PARTICIPATION

Chair Elasowich opened the floor to audience participation.

Community Library Manager, Maria Manigbas gave some program updates including: the full-time adult librarian position, enabled by the approval of the surplus funds, has been posted and they are looking forward to hiring someone soon. Michael Mackavoy is acting manager at the Lomita library.

There were a total of 33 programs in April with 1,232 attendees.

The Library is celebrating its 4th anniversary with different events throughout the month.

Summer discovery kickoff in Saturday, May 25 1-3 p.m.

Other programs include: emergency preparedness for teens, Adults JPL program and Space Park chorale

Ms. Manigbas thanked the commission for the Meet and Greet on behalf of the library staff.

Commissioner Jones asked if the JPL event was advertised as an adult program. Ms. Manigbas stated that it was advertised as an adult program but everyone is welcome at all programs. Commissioner Jones questioned whether programs should be advertised as for adults or children as opposed to open to all. Ms. Manigbas stated that promotion methods can be reexamined according to each event.

The floor was closed to public comment.

G. GENERAL BUSINESS

Selection of 2019-2020 Commission Chair -

Commissioner Windes made a motion to nominate Commissioner Schreiner to serve as Chair for the 2019-2020 term. Commissioner Elasowich seconded the motion. The motion passed.

Ayes: Commissioners Elasowich, Schreiner, Windes, Jones, Bond and Owen
Nays: None
Abstain: None
Absent: None

Commissioner Elasowich made a motion to nominate Commissioner Windes to serve as Vice-chair for the 2019-2020 term. Commissioner Jones seconded the motion. The motion passed.

Ayes: Commissioners Elasowich, Schreiner, Windes, Jones, Bond and Owen
Nays: None
Abstain: None
Absent: None

Discussion of Commission workplan items:

East Manhattan Beach Alternate Library – Commissioner Windes stated that it is to be determined when the Mira Costa Library will reopen. Dr. Matthews has had a conversation with the County Library to keep them updated on the situation. Commissioner Windes mentioned that the LA County Book Mobile should be discussed at the June 3rd joint meeting.

Library Staff Meet and Greet – Commissioner Elasowich reported that the Meet and Greet was a success and everyone seemed to enjoy themselves. Commissioner Bond suggested that future Meet and Greets could include staff recognition. Attendance was better than expected with one district librarian (Pennekamp) in attendance. Commissioner Jones stated that the success is in that the staff now know that the commission exists and that they can reach out. It was decided to keep the event as an annual event.

Library Lunch Club – Commissioner Windes reported that she spoke to Steve Lopez of the LA Times who wrote the book The Soloist. She asked if he would like to be on a panel with Chris Erskine and he said yes. There is no obligation to sell books so the ticket price could be lower. The idea was raised to ask former commissioner Cort Casady to make the introduction to MB Post and act as the emcee at the event. Commissioner

Windes would like to approach MB Post first as a food sponsor and if they decline, then approach other new restaurants in town who might like some exposure. Commissioner Jones reported that she had contacted her relative, Rebecca Alexander, but she is in huge demand right now and is not available. She wanted to idea of other local authors in play. Commissioner Schreiner recommended resident, Gary Hartzell. Manager Kelso asked the commission to consider the budget and whether or not library resources will be utilized. Ms. Manigbas has pre-reserved a few dates in September – Fridays are best for lunches because the library opens at 12:00. Commissioner Jones asked if anyone was considering weekends as a possibility. Commissioner Windes stated that the event should not be on a weekend because of parking issues. 70 people max can fit in the room with tables and chairs (to be verified). Ms. Manigbas will check availability. Manager Kelso stated that there are some September dates and the commission could also look at October dates.

Books and Cooks Open House – Commissioner Jones reported that the Friends of the Library gave some feedback on the event. They pointed out that the event is not different from much of the other programming already offered, except for the Food Truck. Commissioner Jones feels that the Commission should put energy into events that are beneficial, differentiate the commission from the library and that make the commission stand out, such as the MB Writer Awards. Commissioner Windes stated that the City Council recognizes people already. Commissioner Bond added that Ms. Manigbas does such a great job programming the library, they do not really need any help. This event should be mentioned at the joint meeting but announced that it has been tabled until consideration for the five-year anniversary of the library.

MB Writer Awards – Commissioner Jones would like to propose that the Commission creates an MB Writer Award. Commissioner Windes wanted to clarify the process of choosing a winner. There was discussion of how the awards would be structured and if there would be categories. Commissioner Jones asked to consider what the actual prize would be and would like for it to be some kind of trophy and statuette. The commission decided to ask the City Council if they would consider allowing the Commission to present the awards, and if approved, the commission will develop criteria and come back with specifics. Commissioner Windes stated that the point of the award is to recognize people and encourage more people to attend the Library Commission meetings. Commissioner Bond stated that she would like to have something of value that Commission has created, even if ultimately, the recipients are recognized at a City Council meeting. It is understood that the commission exists to support the City Council.

Book Vending Machine – Commissioner Jones stated that ideas like kiosks should be presented for research for library access for east side residents. Ms. Manigbas stated that L.A. County has some kiosks in senior centers that work like vending machines. Commissioner Jones would like to call them kiosks instead of vending machines.

Commissioner Jones suggested that the Student representative should have some specific duties and that the commission should be conscious of the role of the student representative. Commissioner Bond suggested that the rep work with the library's Teen Advisory Council. Commissioner Owen suggested inviting a representative from the Teen Advisory Council to attend the meeting to offer input.

H. STAFF ITEMS – Manager Kelso stated that the joint meeting is on June 3rd and asked if the commission would also want to meet for the regularly scheduled meeting on June 10th. Commissioner Windes moved to cancel the June meeting. Commissioner Bond

seconded the motion. The motion passed with a unanimous vote.

I. COMMISSION ITEMS

Commissioner Bond asked Ms. Manigbas if she needs any help promoting the Summer reading program. Ms. Manigbas stated that the children's librarian visits the schools and that any help promoting is appreciated.

J. ADJOURNMENT

Commissioner Elasowich moved to adjourn the meeting. Seeing no opposition, it was so ordered.

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

Nays: None

Abstain: None

Absent: None

The meeting was adjourned at 7:35 PM.

DRAFT