



## **MINUTES**

November 14, 2018

**CITY OF PACIFICA  
LIBRARY ADVISORY COMMITTEE  
SANCHEZ LIBRARY  
1111 TERRA NOVA BLVD., PACIFICA**

<b>COMMITTEE PRESENT:</b>	Cindy Abbott (CA); Caroline Barba (CB); Barbara Eikenberry (BE); Anne Evers-Hitz (AH); David Leal (DL); Kathy Long (KL); Eric Ruchames (ER);
<b>CITY COUNCIL LIAISONS PRESENT:</b>	Deirdre Martin (DMa);
<b>COMMITTEE ABSENT:</b>	Jerry Crow (JC); Ryan Kraske (RK); Andy Lie (AL); Kellie Samson (KS); Kathy Shiokari (KSh) Sue Vaterlaus (SV) (City Council Liaison)
<b>CITY STAFF PRESENT:</b>	Planning Director Tina Wehrmeister (TW); PB&R Director Mike Perez (MP); Helen Gannon (HG); Sarah Coffey (SC)
<b>CONSULTANT TEAM:</b>	Dawn Merkes, Group 4 Architects (DM) Daheen Maeng (DMg)
<b>SMCL STAFF:</b>	Julie Finklang (JF)

### **CALL TO ORDER**

Chair Cindy Abbott called the meeting to order at 6:34pm.

#### **1. Approval of October 10, 2018 Meeting Minutes**

Corrections were noted to the draft meeting minutes for the 10/10/2018 meeting to correct a spelling error on page 5 (slope) and to remove a question that had been attributed incorrectly to Barbara Eikenberry (BE) on page 2. KL moved to approved the minutes with the noted corrections; ER seconded. Unanimously approved minutes of 10/10/2018 with corrections.

#### **2. Oral Communications**

Ellen Ron commented that people are interested in the new library project.

CA commented that this ties into the speaker forums that are scheduled.

### **3. Project Update and Schedule**

DM – attended Planning Commission 11/5/2018; did significant outreach. PEF Fitness Fair at County Park event had a good turnout and the library blocks were a big hit. Presentation to Parks, Beaches & Recreation Commission is planned for 11/28/2018. Speakers forums are planned. Proposing no LAC meeting in December; next meeting will be in January. Encouraged LAC members to take some time to sign up for a speaker forum. Online survey is still open and will be extended until end of December. Group 4 will develop conceptual design for Sharp Park and Sanchez with input from the survey / outreach.

CA – asked to wait until end of this meeting to decide on cancelling December LAC meeting, after hearing more about the speaker forum outreach.

### **4. Community Outreach Results (in progress)**

DM discussed feedback received on the boards and iPad kiosks and presented the slide with a breakdown of feedback by venue (color coded). ~340 people participated. KL commented that she doesn't see the results from the kiosk set up at Sharp Park library. DM – Need to collect the results from those boards and add them to the data results.

CA asked about the pop-up library at the Community Center.

DM – Yes, outreach was done with the senior program at the Community Center.

ER asked about the different blues in the color coded results. DM – the online results are the largest; there were approximately 20 at the pop-up library.

CA – after Sharp Park Library Kiosk results added to the overall results – please send it out to LAC members. DM confirmed they will send those.

DM – For Sanchez, people really want it open 7 days. JF confirmed. Other popular priorities were community activities – community events, preschool / storytime programs, enrichment classes.

BE observed that the percentages were not very high for any single category.

DM – For Sharp Park, most popular design values were Coastal Design, Warm & Welcoming and Site Context. By mid-week next week, Group 4 will send an updated PDF with results of feedback.

CA asked if it is unusual to have a shared use library with recreation center. DM replied that it is becoming more popular. For examples where there is a nice synergy, see Mitchell Park, San Jose – Almaden. Group 4 also bid on a project for constructing a library & cultural arts center with theater recently.

MP – noted that a lot of recreation departments include library as a division within recreation department. ER asked if that pertained to the library administration or the physical location. MP stated that cities often have a library department, not necessarily meaning that recreation and library shared the same facility. CA mentioned Daly City; JF mentioned San Bruno as examples.

### **5. Speaker Forum Presentation Review**

DM – we have a slideshow for presenting at Speaker Forums.

CA stated that the slides have speaker's notes underneath written in narrative form.

KL suggested a comparison chart showing square footage, the visuals are more powerful than just presenting numbers.

JF mentioned that JPA and City funding additional hours up to 74 hours per week. DM mentioned taking this data from the feasibility study.

TW - can we create an agenda slide, overview of the presentation?

DM will do that.

ER suggested that could be the last slide, too.

BE - timeline seems dense with a lot of information, is it possible to make it simpler or dividing that slide to two different slides?

DM - purpose of the timeline slide is not to read every event, but to inform that the library project has been around for a long time

ER - Slide 12 (existing facilities do not meet the community needs) instead of using number of hours, maybe use number of days?

- i. For both existing and a new vision section
- ii. Maybe adding "Goal" to a new vision section - this way, we are not over-promising anything

CA – need to consider operational strategies and staffing

## **6. Committee and Staff Communication**

TW – Business cards for LAC members.

TW - Ryan Kraske was recently appointed by Planning Commission as the Planning Commission representative to the Library Advisory Committee to replace Tom Clifford. Ryan Kraske was unable to attend this meeting.

TW - JPA + governing board – both groups had excitement about open access library model.

CB - Planting, community beautification day.

ER - Sue Beckmeyer, a new council member – strong library support.

KL - Check out Half Moon Bay library.

CA - Wednesday after Thanksgiving – PB+R Commission Meeting – another public meeting.

MEETING ADJOURNED

Respectfully submitted,

Sarah Coffey  
City Clerk

APPROVED:

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Cindy Abbott  
Library Advisory Committee Chair