



REGULAR MEETING MINUTES

Date: 5/18/2026
Time: 6:30 p.m.
Locations: Teleconference and
Arrillaga Family Recreation Center
700 Alma St., Menlo Park, CA 94025

A. Call To Order

Chair Orton called the meeting to order at 6:31 p.m.

B. Roll Call

Present: Abdulla, Crockett, Orton, Shafer, Sisbot, Westcott, Yule
Absent: None
Staff: Library and Community Services (LCS) Director Nick Szegda

C. Public Comment

None.

D. Regular Business

D1. Approve the minutes from the April 20, 2026 Library Commission meeting (Attachment)

ACTION: Motion and second (Crockett/ Shafer), to approve the minutes from the March 16, 2026 meeting, passed unanimously.

D2. Select new Library Commission Chair and Vice Chair (Staff Report LC-2026-019)

Director Szegda introduced the item.

ACTION: Motion and second (Orton/ Shafer), to select Commissioner Crockett as Vice Chair and Vice Chair Westcott as Chair, passed unanimously.

D3. Ad hoc subcommittee "library of the future and near-term improvements" report out (Staff Report LC-2026-020)

Vice Chair Westcott introduced the item.

D4. Review Library Commission work plan 2025-26 and prepare annual report out to City Council (Staff Report LC-2026-021)

LCS) Director Szegda introduced the item.

The Commission received clarification on the report-out process. By acclamation, the Commission determined that the ad hoc subcommittee on the library of the future and near-term improvements should prepare a draft report out.

ACTION: By acclamation, the Commission assigned the work of drafting a report out to the City Council on the 2025-26 work plan to the ad hoc subcommittee.

E. Informational Items

- E1. Update on City of Menlo Park fiscal year 2026-27 budget process and timeline (Staff Report LC-2026-022)

Director Szegda introduced the item.

- E2. Library and Community Services Department updates and statistics (Staff Report LC-2026-023)

- E3. Tentative agenda calendar (Attachment)

The Commission added the following items to the calendar:

- June – review first draft of workplan 2025-26 report out
- July – recommend workplan 2025-26 report out
- September – hold meeting at Belle Haven Community Campus

F. Commission Reports

- F1. Individual Commissioner reports

Commissioner Crockett reported out on the desire of the Library Foundation to have more information sharing between the Library Foundation, the Friends of the Library and the Library Commission.

Commissioner Abdullah requested clarification regarding internet access and catalog outages at the main library.

G. Adjournment

Chair Orton adjourned the meeting at 7:36 p.m.

Library and Community Services Director Nick Szegda