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**HOW TO VIEW THE MEETING:** No physical location from which members of the public may observe the meeting and offer public comment will be provided. Please view the meeting, which will be live streamed at <https://malibucity.org/video> and <https://malibucity.org/VirtualMeeting>.

**HOW TO PARTICIPATE BEFORE THE MEETING:** Members of the public are encouraged to submit email correspondence to [mlinden@malibucity.org](mailto:mlinden@malibucity.org) before the meeting begins.

**HOW TO PARTICIPATE DURING THE MEETING:** Members of the public may also speak during the meeting through the Zoom application. You must first sign up to speak before the item you would like to speak on has been called and then you must be present in the Zoom conference to be recognized.

Please visit <https://malibucity.org/VirtualMeeting> and follow the directions for signing up to speak and to download the Zoom application.

**Malibu City Council**  
**Library Subcommittee**  
**Special Meeting AMENDED<sup>1</sup> Agenda**  
**(to be held during COVID-19 emergency)**

**Tuesday, September 13, 2022**

**3:00 P.M.**

**Various Teleconference Locations**

**YOU MAY VIEW THIS MEETING LIVE OVER THE INTERNET AT**  
**[MALIBUCITY.ORG/VIDEO](https://malibucity.org/video)**

**Councilmember Karen Farrer**  
**Councilmember Mikke Pierson**

**Call to Order**

**Roll Call**

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<sup>1</sup> See corrected meeting time

**Approval of Agenda**

**Report on Posting of the Agenda** – September 9, 2022

**1. Presentations**

None.

**2. Old Business**

None.

**3. New Business**

A. Approval of Minutes – May 2, 2022

Recommended Action: Approve the minutes for the Administration and Finance Subcommittee Special meetings of May 2, 2022

Staff Contact: Deputy City Manager Shavelson, 456-2489, ext. 254


B. Malibu Library Set Aside Funds for Fiscal Year 2023-2024

Recommended Action: Provide a recommendation to the City Council regarding a prioritized list of issues to be discussed at the yearly meeting between the City and County Library to discuss the use of the Malibu Library Set Aside Funds for Fiscal Year 2023-2024.

Staff Contact: Deputy City Manager Shavelson, 456-2489, ext. 254

**Adjournment**

*I hereby certify under penalty of perjury, under the laws of the State of California, that the foregoing agenda was posted in accordance with the applicable legal requirements. Special meeting agendas may be amended up to 24 hours in advance of the meeting. Dated this 9<sup>th</sup> day of September 2022, at 4:30 p.m.*

  
\_\_\_\_\_  
Mary Linden, Executive Assistant



# Library Subcommittee Agenda Report

Library  
Subcommittee  
Special Meeting  
09-13-22

## **Item 3.A.**

To: Councilmember Farrer and Councilmember Pierson

Prepared by: Mary Linden, Executive Assistant

Reviewed by: Elizabeth Shavelson, Deputy City Manager

Approved by: Steve McClary, City Manager

Date prepared: September 9, 2022 Meeting date: September 13, 2022

Subject: Approval of Minutes – May 2, 2022

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**RECOMMENDED ACTION:** Approve the minutes for the Library Subcommittee Special meeting of May 2, 2022.

**DISCUSSION:** Staff has prepared draft minutes for the Library Subcommittee Special meeting of May 2, 2022, and hereby submits the minutes to the Subcommittee for approval.

**ATTACHMENTS:** Draft Minutes for the May 2, 2022 Library Subcommittee Special meeting

MINUTES  
MALIBU LIBRARY SUBCOMMITTEE  
SPECIAL MEETING  
MAY 2, 2022  
TELECONFERENCED - VARIOUS LOCATIONS  
3:30 P.M.

**The following meeting was held pursuant to AB 361 and fully teleconferenced from various locations during the coronavirus disease (COVID-19) pandemic.**

CALL TO ORDER

Councilmember Farrer called the meeting to order at 3:30 p.m.

ROLL CALL

The following persons were recorded in attendance:

PRESENT: Councilmember Karen Farrer and Councilmember Mikke Pierson

ALSO PRESENT: City Manager Steve McClary; Assistant to the City Manager Elizabeth Shavelson; Media Technician Parker Davis; and Senior Administrative Assistant Brandie Ayala

APPROVAL OF AGENDA

MOTION Councilmember Pierson moved, and Councilmember Farrer seconded a motion to approve the agenda. The question was called, and the motion carried unanimously.

REPORT ON POSTING OF AGENDA

Senior Administrative Assistant Ayala reported that the agenda for the meeting was properly posted on April 29, 2022.

ITEM 1 PRESENTATIONS

None.

ITEM 2 OLD BUSINESS

- A. Malibu Library Set Aside Funds for Fiscal Year 2022-2023 (continued from April 20, 2022)  
Recommended Action: Provide a recommendation to the City Council concerning the use of the Malibu Library Set Aside Funds for Fiscal Year 2022-2023.

Assistant to the City Manager Shavelson presented the report. She introduced Jesse Walker-Lanz, Los Angeles County Library Assistant Director of Public Services, Gladstone Buckner, Regional Administrator for Los Angeles County Library North Regional Office, and Melissa Stallings, Malibu Librarian.

Teresa Earle thanked the City for requesting a reclarification of the expense proposal previously submitted. She discussed the joint use request.

John Mazza stated he had reviewed past expenses and had questions for County staff. He stated the City budgeted for 60 hours per week but received only 50 hours per week over the past two years. He stated there was no Executive Director for the Foundation in 2021, and there was no credit for a Malibu Librarian used for COVID tracing. With regard to allocations, he questioned the need for two security guards, maintenance reserve, an outreach librarian, and Family Place Program. He stated the Boys and Girls Club of Malibu (BGCM) allocation was doubled from last year. He requested \$25,000 for a consultant to look into a western branch of the library.

Sarah Ryan, Malibu High School and Middle School Librarian, thanked the City for its ongoing support. She discussed programs and equipment financed with the funds. She stated the joint use agreement was valuable, and the Teen Librarian provided great projects for the students.

Laura Rosenthal expressed support for providing funds to BGCM and the high school. She stated \$140,000 previously allocated to a Library Fellow could be incorporated into the \$500,000 endowment requested for the Los Angeles County Library Foundation (Foundation). She stated it would be very impactful to the Malibu Library and all County libraries.

Kasey Earnest thanked the City for the opportunity to submit an additional request for funding for the student population recovering from the pandemic. She stated the proposal was focused on mental health services offered. She stated Set Aside Funds could help fund a curriculum developed in partnership with Malibu High School.

In response to Mr. Mazza, Mr. Walker-Lanz stated only actual expenses were billed to the City for the last two years. He stated only one security guard was on duty and applied. He stated Malibu was not charged for hours when the Library was closed. He stated a CARES Act reimbursement to the City offset Library staff salaries.

In response to Councilmember Farrer, Mr. Walker-Lanz stated that the direction to hire a consultant for an assessment of a western branch was before his time, and he was not aware of it.

Andrea Carroll, Foundation Executive Director, stated a previous City grant funded the Executive Director position in 2019 and 2020, after which the Foundation became fully self-sustaining.

In response to Mr. Mazza, Ms. Rosenthal stated the City provided \$100,000 annually for deferred maintenance since the Set Aside Fund began. She stated the Family Place programs were supported for the past 10 years. She stated she would reach out to Linda Demmers, the City's Library Needs Assessment consultant.

Assistant to the City Manager Shavelson stated studying the feasibility of westside services was part of the Council's direction when it accepted the Library Needs Assessment in October 2018. She stated it was not included in the Subcommittee's subsequent recommendation nor Council's adoption of the uses for Set Aside Funds.

In response to Councilmember Farrer, Assistant to the City Manager Shavelson stated she would research any decisions regarding studying the feasibility of a western branch.

Mr. Mazza stated discussion of the Library Needs Assessment included the possibility of a westside branch. He stated the consultant advised that a separate study would be required. He stated certain libraries could use City land to provide meeting and community rooms. He stated there was no reimbursement for deferred maintenance in 2019 or 2020. He said it was not listed as either spent or not spent.

In response to Mr. Mazza, Assistant to the City Manager Shavelson stated that in the 2020-2021 County report, deferred maintenance was listed as an approved expense but was noted as unspent. She agreed with Mr. Mazza that it was not listed in the Fiscal Year 2019-2020 report in the expenditures approved by Council for 2019-2020, but equipment replacements were noted.

In response to Councilmember Farrer, Mr. Walker-Lanz stated he would report back to the Subcommittee with answers to those questions.

Councilmember Farrer thanked everyone who submitted written proposals.

MOTION Councilmember Pierson moved, and Councilmember Farrer seconded a motion to recommend that the City Council approve the use of the Malibu Library Set Aside Funds for Fiscal Year 2022-2023 to: 1) provide funding for ongoing expenses as follows:

- \$100,000.....Increased service hours of 60 hours a week
- \$260,000.....Two dedicated security guards
- \$100,000.....Fund the deferred maintenance reserve
- \$100,000.....Full-time Teen Librarian
- \$125,000.....Malibu Library Speaker Series program
- \$116,000.....Outreach Librarian
- \$50,000.....Family Place Programs throughout the County library system
- \$50,000.....Boys & Girls Club of Malibu (books and other library-related supplies and services)
- \$17,000.....Malibu Public Schools (library-related supplies)
- Subtotal = \$918,000

2) fulfill the requests for funds submitted by the Boys and Girls Club of Malibu and Malibu High School, understanding the Teen Librarian may not work out, and 3)

bring forward for Council discussion the Los Angeles County Library Foundation request for endowment funds.

In response to Councilmember Pierson, Councilmember Farrer confirmed funds for the Library Fellow were removed from the ongoing expenses.

The question was called, and the motion carried unanimously.

ITEM 3 NEW BUSINESS

A. Approval of Minutes – April 20, 2022

Recommended action: Approve the minutes for the Library Subcommittee Special meeting of April 20, 2022.

MOTION Councilmember Farrer moved, and Councilmember Pierson seconded a motion to approve the minutes for the Library Subcommittee Special meeting of April 20, 2022. The question was called, and the motion carried unanimously.

ADJOURNMENT

MOTION At 4:12 p.m., Councilmember Farrer adjourned the meeting.

Approved and adopted by the Library Subcommittee of the City of Malibu on \_\_\_\_\_.

\_\_\_\_\_  
KAREN FARRER, Councilmember

ATTEST:

\_\_\_\_\_  
MARY LINDEN, Executive Assistant



# Library Subcommittee Agenda Report

Library Subcommittee  
Special Meeting  
09-13-22

## Item 3.B.

To: Councilmember Farrer and Councilmember Pierson

Prepared by: Elizabeth Shavelson, Deputy City Manager

Reviewed by: Joseph D. Toney, Assistant City Manager

Approved by: Steve McClary, City Manager

Date prepared: September 8, 2022 Meeting date: September 13, 2022

Subject: Malibu Library Set Aside Funds for Fiscal Year 2023-2024

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**RECOMMENDED ACTION:** Provide a recommendation to the City Council regarding a prioritized list of issues to be discussed at the yearly meeting between the City and County Library to discuss the use of the Malibu Library Set Aside Funds for Fiscal Year 2023-2024.

**FISCAL IMPACT:** There is no fiscal impact to the City with this action. Malibu Public Library services are paid for from a designated portion of property tax. Every year the County of Los Angeles sets aside the difference between the property tax dollars apportioned to the County Library from property within the City and the Malibu Library expenses into a designated fund. As of June 30, 2021, the Set Aside Fund totaled approximately \$14.1 million to be used solely to improve Malibu Library facilities and services.

**DISCUSSION:** In November of each year, the City and County Library staff are to meet to discuss the Malibu Library Set Aside Fund and the use of Set Aside Funds for the following fiscal year. In preparation for this meeting, the Malibu Library Subcommittee is asked to make a recommendation to the City Council regarding a prioritized list of issues to be discussed at the yearly meeting in accordance with the Memorandum of Understanding between the County of Los Angeles and the City of Malibu.

### *Background*

The Malibu Library was established in 1970 by the County of Los Angeles and is located on the County-owned Civic Center property.

In September 2008, the City and County executed a Memorandum of Understanding (MOU) that governs the use of the Set Aside Funds. The MOU established a structure in



which the expenditure of the excess funds generated from the taxes that Malibu residents pay could be spent on the Malibu Library. On March 26, 2018, the City and the County executed an amendment to the MOU extending the term until 2044, with two possible five-year extensions. All other terms remain the same.

To optimize the allocation of local property tax dollars and provide the maximum benefit to the Malibu community, the City has conducted two comprehensive library needs assessments in collaboration with the County Library. The first needs assessment was completed in 2005, and the Malibu Library Needs Assessment (2005 Needs Assessment) was approved by the City Council on August 8, 2005. The 2005 Needs Assessment established community-specific goals for the Malibu Library that were primarily focused on the large-scale renovation of the existing library and the purchase of furniture and equipment to serve the library program. The City and the County cooperatively used the Set Aside Funds to renovate the Malibu Library. The renovations were completed in April 2012. Since that time, Set Aside Funds have been used for the Malibu Library Speaker Series, to enhance service hours, establish a deferred maintenance fund, hire additional library staff, hire a full-time security guard, enhance library collections, materials and services, and support related services at the Boys and Girls Club of Malibu and in Malibu public schools.

#### *2018 Malibu Library Needs Assessment*

In 2017, the City set out to update the 2005 Needs Assessment to establish new service goals that would guide the management of Malibu Library funding in subsequent calendar years. The process included extensive community input, as well as analysis of demographic trends and current service levels.

On October 22, 2018, the City Council accepted the findings of the 2018 Malibu Library Needs Assessment (2018 Needs Assessment) and authorized staff to work with the Los Angeles County Library using Library Set Aside funds to:

- a) implement the immediate and short-term recommendations of the 2018 Needs Assessment where feasible;
- b) develop conceptual plans to relocate the main entrance of the Malibu Library;
- c) analyze the feasibility of expanding library services on the west side of Malibu; and
- d) analyze the resources needed to develop a Malibu historical archive.

The recommendations of the 2018 Needs Assessment are included as Attachment 1.

In the aftermath of the Woolsey Fire and the onset of the COVID-19 pandemic, the City continued to affirm rebuilding and public safety as its top priorities and implemented a Work Plan to manage the City's other priority tasks. The Malibu Library projects have not been included in the City's Work Plan in recent years and are not currently included in the City's Adopted Work Plan for Fiscal Year 2022-2023. Progress has been made on some of the recommendations identified in the Needs Assessment and an update has been provided as Attachment 2.

*Council-Approved Uses of the Set Aside Funds for Fiscal Year 2022-2023*

On May 23, 2022, the City Council approved the following uses of the Library Set Aside Funds for Fiscal Year 2022-2023:

Increased service hours of 60 hours a week	\$100,000
Two dedicated security guards	\$260,000
Fund the deferred maintenance reserve	\$100,000
Full-time Teen Librarian	\$100,000
Malibu Library Speaker Series program	\$125,000
Outreach Librarian	\$116,000
Family Place Programs throughout the County library system	\$50,000
Boys & Girls Club of Malibu (library-related supplies & services)	\$50,000
Boys & Girls Club of Malibu (instructor to facilitate the Empowered Voices course and supplies for Creative Arts Social Emotional Learning Summer Program and other school year activities)	\$25,000
Malibu Public Schools (library-related supplies & services)	\$17,000
Malibu High School (funds for misc. library supplies and Teen Librarian services)	\$26,390
TOTAL	\$969,390

*Malibu Library Set Aside Fund*

It was previously estimated that approximately \$1 million would be added to the Set Aside Fund each year based on certain assumptions, including an estimated cost of living increase of 3%, and did not take into account a change in the cost of the services being provided or a significant increase or decrease in revenue. The County Library estimated that the Set Aside Fund beginning balance in Fiscal Year 2022-2023 would be approximately \$16.6 million.

*Prioritized List of Issues to be Identified*

The Subcommittee is asked to develop a recommendation to the City Council regarding a prioritized list of items to be discussed with the County at the yearly meeting in November. Possible items to consider for Council prioritization:

- Current services and service metrics
- Continuation or augmentation of the City’s annual allocations
- Feasibility of the implementation of the immediate and short-term recommendations of the 2018 Needs Assessment
- Development of conceptual plans to relocate the main entrance of the Malibu Library
- Analysis of the feasibility of expanding library services on the west side of Malibu
- Analysis of the resources needed to develop a Malibu historical archive
- Other issues identified by the Subcommittee

As the Subcommittee considers its recommendations for the use of Set Aside Funds, it is important to note that these funds must be used solely to improve Malibu Library facilities and services.

The Library Subcommittee's recommendations on the prioritized list of issues to be discussed regarding the use of Set Aside Funds for Fiscal Year 2023-2024 will be presented to the City Council for final approval prior to November 2022.

ATTACHMENTS:

- 1) Recommendations Identified in the 2018 Needs Assessment
- 2) Status updates on the 2018 Needs Assessment Recommendations

<b>Recommendation</b>	<b>Timeline</b>	<b>Cost</b>
Continue to weed collections	Immediate	-
Cross-promote events at City events	Immediate	\$
Develop strong library brand utilizing new County Library logo and branding	Immediate	-
Exploit Web 2.0 to increase public relations	Immediate	\$
Increase collaboration with schools	Immediate	-
Publicize library programs and services at Library signature events	Immediate	\$
Reduce number of adult PCs, repurpose space, purchase new furniture	Immediate/ Short Term	\$\$\$
Reduce number of children’s PCs repurpose space, purchase new furniture	Immediate/ Short Term	\$\$\$
Reduce print stations, repurpose space, purchase new furniture	Immediate/ Short Term	\$\$\$
Update links on City websites	Immediate	-
Utilize Los Angeles County mobile program vans	Immediate/ Short Term	unknown
Conduct marketing assessment of existing programs	Short Term	\$
Conduct open houses, create welcome packets	Short Term	\$
Continue to inform public of free digital resources	Short Term	-
Continue to publicize interlibrary loan program	Short Term	-
Increase publicity for library programs	Short Term	\$
Increase use of self-service technology	Short Term	-
Locate Community Services programs in Library	Short Term/ Mid-Term	-
Evaluate Library signature collections	Short Term	-
Purchase collections for Boys and Girls Club and schools to support curriculum and special studies	Short Term	\$\$
Purchase laptop vending machine to replace desktop PCs	Short Term	\$\$\$
Recruit program volunteers from abundant local talent	Short Term	-
Recruit volunteers for program set-up and public relations	Short Term	-
Relocate program offerings for specific audiences, e.g., to Malibu High School, Boys and Girls Club	Short Term	\$\$
Replace building identification sign	Short Term	\$\$
Work with County Library’s new Outreach Coordinator	Short Term	-
Add charging stations, power towers	Mid-Term	\$\$\$
Address community requests for enhanced collections, including development of a long-term collection development plan	Mid-Term	\$\$
Address issues with staff entrance	Mid-Term	\$\$
Budget 1 FTE position to manage library programs, logistics, publicity, volunteer recruitment	Mid-Term	\$\$\$
Collaborate on oral history project with Pepperdine University	Mid-Term	Unknown
Collect Malibu primary source materials	Mid-Term	-

Collect writings by Malibu authors	Mid-Term	-
Consider options for delivery site, including a pick-up location in Western Malibu	Mid-Term	Unknown
Develop building program for interior space reorganization	Mid-Term	\$\$
Engage library architect to plan interior renovation	Mid-Term	\$\$\$\$
Fund .5 FTE to create and manage Malibu historical and cultural archive or seek grant funding for this FTE	Mid-Term/Temporary	\$\$\$
Fund programs requested by students to be held at MHS or other locations; e.g., SAT study, resume assistance, college applications	Mid-Term	\$\$
Ensure proper climate control for all local history resources	Mid-Term	\$\$\$
Continue Malibu Library Speaker Series		\$\$\$\$
Purchase secure, fireproof cabinets for historic photographs and other valuable documents	Mid-Term	\$\$
Reassess back of house needs, workflow, efficiency of staff operations	Mid-Term	Unknown
Redesign staff service desks	Mid-Term	\$\$\$
Refurbish Meeting Room including new carpet, paint, A/V system replacement, storage door, HVAC noise issues	Short/Mid-Term	\$\$\$\$
Refurnish Teen Area	Short/Mid-Term	\$\$
Regularly evaluate program success	Mid-Term	
Reinstate bookmobile service	Mid-Term	\$\$\$\$
Remove storage space in bookmobile bay to create climate controlled local history space, or	Mid-Term	\$\$\$\$
Remove storage space in bookmobile bay to reinstate bookmobile service <sup>51</sup>	Mid-Term	\$\$\$\$
Reorganize children’s area, replace furniture, increase shelving, expand play space, remove PCs and print station	Short/Mid-Term	\$\$\$
Replace and refresh worn volumes	Mid-Term	\$\$
Replace furniture in reading area with more individual reader stations	Mid-Term	\$\$\$\$
Review equipment and related requirements for additional programs, e.g., STEAM, cooking classes, sewing classes, etc.	Mid-Term	\$\$
Review list of community requests to implement additional programs	Mid-Term	\$\$
Complete exterior renovation	Long Term	\$\$\$\$\$
Address need for library services to Western Malibu including participation in future planning for community center	Long Term	\$\$\$\$\$
Upgrade mechanical systems to address acoustical and ventilation issues	Long Term	\$\$\$\$

<sup>51</sup> Note that not all bookmobiles “live” in a bookmobile garage. The two North Region bookmobiles live in a secure fenced area outside the Lancaster Library.

## Update on the 2018 Library Needs Assessment Recommendations

Recommendation	Timeline	Cost	Status	Library Led Initiative	Library and City Collaboration
Continue to weed collections	Immediate		Ongoing	x	
Cross-promote events at City events	Immediate	\$	Ongoing	x	
Develop strong library brand utilizing new County Library logo and branding	Immediate		Ongoing	x	
Exploit Web 2.0 to increase public relations	Immediate	\$	Ongoing	x	
Increase collaboration with schools	Immediate		Ongoing	x	
Publicize library programs and services at Library signature events	Immediate		Ongoing	x	
Reduce number of adult PCs, repurpose space, purchase new furniture	Immediate/Short Term	\$\$\$		x	
Reduce number of children's PCs repurpose space, purchase new furniture	Immediate/Short Term	\$\$\$		x	
Reduce print stations, repurpose space, purchase new furniture	Immediate/Short Term	\$\$\$		x	
Update links on City websites	Immediate		Done		x
Utilize Los Angeles County mobile program vans	Immediate/Short Term	unknown		x	
Conduct marketing assessment of existing programs	Short Term	\$			x
Conduct open houses, create welcome packets	Short Term	\$		x	
Continue to inform public of free digital resources	Short Term		Ongoing	x	
Continue to publicize interlibrary loan program	Short Term	\$	Ongoing	x	
Increase publicity for library programs	Short Term	\$	Ongoing		x
Increase use of self-service technology	Short Term		Ongoing	x	
Locate Community Services programs in Library	Short Term/Mid-Term		Ongoing		x
Evaluate Library signature collections	Short Term			x	
Purchase collections for Boys and Girls Club and schools to support curriculum and special studies	Short Term	\$\$	Done/Annual		x
Purchase laptop vending machine to replace desktop PCs	Short Term	\$\$\$		x	
Recruit program volunteers from abundant local talent	Short Term			x	
Recruit volunteers for program set-up and public relations	Short Term			x	
Relocate program offerings for specific audiences, e.g., to Malibu High School, Boys and Girls Club	Short Term	\$\$	Ongoing		x
Replace building identification sign	Short Term	\$\$		x	
Work with County Library's new Outreach Coordinator	Short Term			x	
Add charging stations, power towers	Mid-Term	\$\$\$		x	
Address community requests for enhanced collections, including development of a long-term collection development plan	Mid-Term	\$\$		x	
Address issues with staff entrance	Mid-Term	\$\$		x	
Budget 1 FTE position to manage library programs, logistics, publicity, volunteer recruitment	Mid-Term	\$\$\$		x	
Collaborate on oral history project with Pepperdine University	Mid-Term	Unknown			x
Collect Malibu primary source materials	Mid-Term				x
Collect writings by Malibu authors	Mid-Term			x	
Consider options for delivery site, including a pick-up location in Western Malibu	Mid-Term	Unknown			x
Develop building program for interior space reorganization	Mid-Term	\$\$		x	
Engage library architect to plan interior renovation	Mid-Term	\$\$\$\$		x	

## Update on the 2018 Library Needs Assessment Recommendations

Recommendation	Timeline	Cost	Status	Library Led Initiative	Library and City Collaboration
Fund .5 FTE to create and manage Malibu historical and cultural archive or seek grant funding for this FTE	Mid-Term/Temporary	\$\$\$		x	
Fund programs requested by students to be held at MHS or other locations; e.g., SAT study, resume assistance, college applications	Mid-Term	\$\$		x	
Ensure proper climate control for all local history resources	Mid-Term	\$\$\$		x	
Continue Malibu Library Speaker Series		\$\$\$\$	Done/Ongoing		x
Purchase secure, fireproof cabinets for historic photographs and other valuable documents	Mid-Term	\$\$		x	
Reassess back of house needs, workflow, efficiency of staff operations	Mid-Term	unknown		x	
Redesign staff service desks	Mid-Term	\$\$\$		x	
Refurbish Meeting Room including new carpet, paint, A/V system replacement, storage door, HVAC noise issues	Short/Mid-Term	\$\$\$\$		x	
Refurnish Teen Area	Short/Mid-Term	\$\$		x	
Regularly evaluate program success	Mid-Term		Ongoing	x	
Reinstate bookmobile service	Mid-Term	\$\$\$\$		x	
Remove storage space in bookmobile bay to create climate controlled local history space, or	Mid-Term	\$\$\$\$		x	
Remove storage space in bookmobile bay to reinstate bookmobile service	Mid-Term	\$\$\$\$		x	
Reorganize children's area, replace furniture, increase shelving, expand play space, remove PCs and print station	Short/Mid-Term	\$\$\$		x	
Replace and refresh worn volumes	Mid-Term	\$\$	Ongoing	x	
Replace furniture in reading area with more individual reader stations	Mid-Term	\$\$\$\$		x	
Review equipment and related requirements for additional programs, e.g., STEAM, cooking classes, sewing classes, etc.	Mid-Term	\$\$		x	
Review list of community requests to implement additional programs	Mid-Term	\$\$	Ongoing	x	
Complete exterior renovation	Long Term	\$\$\$\$\$			x
Address need for library services to Western Malibu including participation in future planning for community center	Long Term	\$\$\$\$\$\$			x
Upgrade mechanical systems to address acoustical and ventilation issues	Long Term	\$\$\$\$		x	