



CITY OF PACIFICA LIBRARY ADVISORY COMMITTEE AGENDA

Wednesday, April 10, 2024

6:00 PM

Sharp Park Library, 104 Hilton Way, Pacifica

CALL TO ORDER:

Roll Call:

- a. **Members:** Cindy Abbott, Erin Deis, Anne Hitz, Jennifer Hlavin, Kathy Long, Annabelle Phillips, Dave Sikula, Maya Sinapuelas, Tina Wehrmeister
- b. **Ex-Officio Members (non-voting):** Julia Hall (Pacifica School District), Beth Ramos (Pacifica Families Club), Pacifica Friends of the Library, Jefferson Union High School District, Seniors In Action
- c. **City Council Liaisons:** Mayor pro Tem Sue Beckmeyer
- d. **Staff Liaison:** Sarah Coffey, Kevin Woodhouse
- e. **Library and Consulting Staff:** Nate Galvan (BergDavis), Julie Smith, Rachel McDonnell

1. ADMINISTRATIVE BUSINESS:

- a. Approval of Minutes from March 13, 2024 meeting (to be provided separately)

2. PROJECT UPDATES AND INFORMATION:

- a. Sanchez Library Outpost – Construction Update (Informational)
- b. Collateral Development and Photo Gathering for Use in Outreach and Messaging
 - i. Highlighting conditions and needs of current facilities
 - ii. Compare / contrast photos with other libraries in SMCL
 - iii. Gathering questions / feedback from the community for FAQ updates

3. Sub-Committee Updates

- a. Collateral Development Subcommittee Updates
- b. Social Media Subcommittee Updates
- c. Community Outreach Subcommittee Updates

4. COMMITTEE AND STAFF COMMUNICATIONS

5. PUBLIC COMMENT ON ITEMS NOT ON POSTED AGENDA:

This portion of the agenda is available to the public to address the Committee on any issue within the subject matter jurisdiction of the Committee that is not on the agenda.

6. POTENTIAL FUTURE AGENDA TOPICS

The Committee will discuss and determine potential future agenda items

- a. Planning, Outreach and Information for Sanchez Outpost Ribbon Cutting
- b. Outreach and Messaging Strategic Plan (BergDavis)

c. Requests for other topics

7. NEXT SCHEDULED MEETING DATE – Wednesday, May 8, 2024

Committee members to advise of any anticipated absences for next meeting.

Anticipated Absences: _____

ADJOURN

NOTICE: The City of Pacifica will provide assistance for disabled citizens upon at least 24 hours advance notice to the City Manager's Office (650) 738-7300, or send request via email to: scoffey@pacifica.gov if you need sign language assistance or written material printed in a larger font or taped, advance notice is necessary. All meeting rooms are accessible to the disabled.

