



LIBRARY COMMISSION MINUTES

Regular Meeting of Tuesday, December 5, 2006
Los Altos Main Library
13 South San Antonio Road, Los Altos, 94022

ROLL CALL

Chairperson, Poulos called the meeting to order at 5:30pm

Present: Chairperson Poulos; Vice Chairperson Tucker; Commissioners Thurber, Smith, Takle Quinn, and Gerich

Absent: None.

Also Present: Cheryl Houts, Community Librarian; Melinda Cervantes, County Librarian; Gerry Dunckel, President, Friends of the Los Altos Library; Peggy Ford, City Staff Liaison

MINUTES

CHAIRPERSON POULOS MOVED that the minutes of November 7, 2006 be approved with corrections. THE MOTION WAS SECONDED BY COMMISSIONER THURBER AND PASSED UNANIMOUSLY BY VOICE VOTE.

PUBLIC COMMENT

Citizen Seymour Reiss attended the meeting. He is interested in applying for a position on the Library Commission.

REPORTS

Cheryl Houts, Community Librarian

The Automated Materials Handling System is up and running well. Patrons are responding to the new machine and most are very positive. During November the children's librarians held six story times every week except Thanksgiving week, a special Diwali celebration, and a sneak preview of the Nutcracker Ballet. Adult programming included another "Let's Talk About It": Jewish Literature program, Mystery Reader's book discussion, Great Books discussion group and Maintain Your Brain program. There are a variety of events planned for the month of December. The heating and air conditioning unit is finally being repaired.

Melinda Cervantes, County Librarian

Jean Mordo (Los Altos Hills) and Dan Furtado (Campbell) will join Library staff as they kick-off a strategic planning process for the Library. As part of the process public forums, community surveys and studies and other means of gathering public comment will be included.

Gerry Dunckel, FRIENDS OF THE LIBRARY

The November 18th book sale generated \$5,421.00. On line book sales are increasing and the next book sale is scheduled for January 26, 2007.

Commissioner Dr. Takle Quinn, LALE

LALE plans to focus on improving community awareness in 2007. The organization's investments are doing well.

JPA Meeting and/or NCLA Meeting Report

The next meeting of the JPA Board is scheduled for January 25, 2007 at 1:30pm at the Library Administrative offices in Los Gatos.

NCLA is looking to schedule a meeting for January 30 or 31, 2007 @ noon or 5:30pm. The meeting is to finalize actual cost of labor over the next few years. Notification will be forthcoming.

The Friends and Commissioners forum is scheduled for Saturday, January 13, 2007.

BUSINESS

1. Expansion:

There are 3 plans to be submitted by the architect for expansion. They are: Addition to ground floor, ground floor as is with an additional second story level and/or ground floor as is with an additional basement level.

2. Operations:

Completed current mission and final report has been submitted

3. Commission Handbook

The Commission discussed information in handbooks and interpretation

4. Review of Memorandum Document

The Commission discussed corrections, changes, additions or deletions to annual report to be submitted to Council at the joint meeting scheduled for December 12, 2006.

DISCUSSION AND ITEMS OF INTEREST

Commission discussed procedures for joint meeting with Council.

FUTURE AGENDA ITEMS

Set January 2nd Agenda

ADJOURNMENT - Meeting was adjourned at 6:50 p.m.

Respectfully Submitted by
Peggy Ford, Recreation Supervisor
Liaison to the Library Commission

