



LIBRARY COMMISSION MINUTES

Regular Meeting of Tuesday, March 1, 2005
Los Altos Main Library
13 South San Antonio Road, Los Altos, 94022

ROLL CALL

Chairperson Gerich called the meeting to order at 5:35pm

Present: Chair Gerich, Commissioners Poulos, Johnson, McNulty Winkler, Thurber
Absent: Dr. Takle Quinn
Also Present: Children's Librarian, Jill Lakstigala; City Staff Liaison, Peggy Ford.

MINUTES

COMMISSIONER THURBER MOVED that the minutes of February 1, 2005 be approved. THE MOTION WAS SECONDED BY COMMISSIONER POULOS AND PASSED UNANIMOUSLY BY VOICE VOTE.

REPORTS

Jill Lakstigala for Cheryl Houts, Community Librarian

Jill reported for Cheryl Houts who was unable to attend the meeting. Jill stated that CALTAC (California Association of Library Trustees and Commissioners) Toolkit booklets will be sent free of charge to the Los Altos library for distribution to all commissioners. The internal book drop project is awaiting proper book drop slots. Everything else is complete on this project. Next, the circulation desk will be slightly remodeled to place both self-check machines side by side at a lower level with plenty of space surrounding them to facilitate easier usage by patrons.

Melinda Cervantes, County Librarian

The JPA Board approved to establish Community Facilities Districts for two ballot measures for a special election ballot for May 3rd. Ballots are mailed to all registered voters in the CFD on April 4th and will be returned/received no later than May 3rd. Any one interested in registering to vote during this time, may register through April 18th.

LALE

1.6 million has been wired to the LALE account. The endowment has slightly over 2 million in its account. There will be an invitation to the public to come together and decide what to do with the interest earnings.

BUSINESS

1. City vs. County Library System

CHAIR GERICH MOTIONED that the research into the city vs. county Library system be put on hold for now due to expense. COMMISSIONER JOHNSON SECONDED THE MOTION AND MOTION WAS APPROVED BY VOICE VOTE.

2. Radio Frequency Identification (RFID) Task Force

March 10th final demonstration is set to take place at County Library Headquarters.

3. Woodland Library Building

City staff reported that the Woodland Library is on the list for Capitol Improvement Projects. It is scheduled for regular maintenance.

4. Library Commission Funds

Suggestions were made that the remaining funds of \$1050.00 be spent towards the following:

- A. Regional workshop provided by Info People – educate on line through the internet
- B. Donate to campaign
- C. CALTAC trustee Tool Kit – handbooks – These handbooks have been sent to the library free of charge.

5. March 31 Commissions/Committees Orientation

Commissioners and Committee members are invited to attend an orientation, which will take place on March 31 at 7pm in Council chambers. The purpose of the meeting is to inform all members proper meeting procedures, roles of liaisons as well as etiquette while in attendance of commission or committee meetings.

DISCUSSION AND ITEMS OF INTEREST.

FUTURE AGENDA ITEMS

ADJOURNMENT - Meeting was adjourned at 6:22p.m.

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