



LIBRARY COMMISSION MINUTES

Regular Meeting of Tuesday, September 6, 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, Thurber, Tucker, Smith, Johnson and Dr. Takle Quinn

Absent: Vice Chair Poulos and Commissioner Johnson

Also Present: Starla Jerome Robinson - NCLA; Citizens, Bob Clifford; Stan Morest, Curtis Cole; Mike Eros; Cheryl Houts, Community Librarian; City Staff Liaison, Peggy Ford

MINUTES

COMMISSIONER TAKLE QUINN MOVED that the minutes of August 2, 2005 be approved with corrections. THE MOTION WAS SECONDED BY COMMISSIONER SMITH AND PASSED UNANIMOUSLY BY VOICE VOTE.

PUBLIC COMMENT

Citizen, Curtis Cole spoke regarding an upcoming meeting the JPA will be having about the Whipple Estate funds and how to go about spending them. He asked the commission to come up with ideas to present to the JPA at their meeting which will take place on October 27, 2005.

Citizen, Bob Clifford would like to see at least one Library open in Los Altos on Mondays for kids sake or maintain what is in operation currently with the addition of being open on Mondays.

Citizen, Stan Morest was of the understanding that 1.4 million in cost savings was generated by being closed on Mondays and that would finance operations for being open on Mondays in 2006.

Citizen, Mike Eros noted that the Stanford Medical Center has opened to the public and that many Los Altos residents or Los Altos Library patrons are frequenting the Medical Center.

Regarding the Time Management System, Bob Clifford noted that library patrons without addresses can't get a library card. He also showed concern that the Time Management System had slowed

down the computers at the library. He would like to see the system shut down later than 8:45p.m. and would like staff to allow patrons to use computers not in use.

Mike Eros spoke about the Time Management System as well and asked that patrons be allowed to use the computers for longer periods of time. He thought Cheryl Houts, Community Librarian was doing a great job, and also said that if reference librarians need to repair computer problems, that patrons should be allowed additional time on the computer.

Stan Morest read off some complaints and concerns that patrons had posted on the library bulletin board about the Time Management System. These were comments such as: the system is not public friendly and/or would like to have the system turned off periodically.

REPORTS

Cheryl Houts, Community Librarian

The highlight of August was an appearance by Captain Underpants (also known as Cynthia Wilson) at the annual Los Altos citywide picnic. The gate count at the library the day of the citywide picnic was 1471. Aldo of Los Altos, a new restaurant in town, presented Friends of the Library with a check for \$1000.00. There will be three adult reading programs in September as well as story times and water themed events for kids which will take place at the library.

Melinda Cervantes, County Librarian

Melinda handed out the Library newsletter that contains quite a few river themed activities and events throughout the County Library system. She announced that there will be a LALE meeting at the Los Altos Main Library on Nov. 1st at 7:00pm. The Silicon Valley Reads program has selected a new book and the event will take place in February.

Dr. Karen Takle Quinn, LALE

There is nothing new to report. The August meeting was cancelled.

Dr. Karen Takle Quinn and Nancy Tucker, Education Information

Postponed until October 4th meeting in order to go over priority list from Cal Tac Training session

FRIENDS OF THE LIBRARY - Gerry Dunckel

The Fall Book Sale is taking place this weekend and hopes are that it will make more money than last year. The Holiday Book Sale is scheduled for November. The Friends of the Library donated \$500.00 to the Silicon Valley Reads Program.

BUSINESS

1. Starla Jerome-Robinson, NCLA

North County Library Authority Commissioners requested that Starla attend a Library Commission meeting to seek their guidance regarding future tax ballot measures and Library service levels. Starla attended the September 6, 2005 Library Commission meeting for this discussion.

County Library staff thinks that Woodland Library, which is currently open 32 hours per week, cannot reasonably function with fewer operating hours. As a result, all discussion focused on the Main Library with an understanding that service levels would not be modified at Woodland Library.

The Library Commission supports a new or replacement tax for a term of 10 to 20 years to supply 64-69 hours of service per week. The Commission also supports capping the tax, but favored small annual adjustments of 3% or so. Their preference is to extinguish the existing tax if a new tax is authorized.

The Commission advised avoiding short-term fixes. Their feeling is that the volunteer effort for, and cost, of an election for a ballot measure is too intense for anything other than a long term tax commitment.

The Commission favored opening the Main Library seven days a week. In addition, the Commission requested consideration of standard hours of operation on weekdays, and standard hours of operation on weekends to help Library users remember the hours of operation.

The Library Commission requested that NCLA continue to communicate with the Commission as they move forward in their evaluation.

2. Library Commission Funds

A banner was purchased for the purpose of display at the Los Altos Community Picnic in which the Library had a booth. Peggy Ford, City Liaison, mentioned to commissioners to please turn in receipts for the purchase and she would be responsible for reimbursement.

3. Monday Hours

During a discussion regarding Monday hours, it was noted that the Cupertino Library is the busiest of all the County Libraries. Los Altos Main Library is third in circulation.



4. Time Management System

The new Time Management System is software that fairly shares internet/computer access for Library patrons. It is working well with expected adjustments to be made in six months time. Patrons who have blocked library cards can use the system. WiFi will run on a separate system parallel to the Time Management System. At some point, the Library System may need to clamp down on bandwidth.

5. Evaluation of Community Picnic

The Community Picnic was a wonderful event and the Library had 10 people from 3 different organizations "man" the Library booth at the picnic. It was good to see the 3 organizations work so well together. 80 people or more visited the booth. For next year's picnic, only one table is needed. There is a definite need for a canopy. There was a lot of activity in the park, so it was hard to compete with everything. Next year it would be helpful to stand outside the booth and chat with people as they walk by. Consider having candy, a raffle or a free give away. Another idea was to have a children's craft or activity for them to partake in.

DISCUSSION AND ITEMS OF INTEREST

Commissioner Thurber shared with the group results from Godbe Research and Analysis regarding user satisfaction at the Los Altos Main Library.

FUTURE AGENDA ITEMS

Set October 4th Agenda

ADJOURNMENT - Meeting was adjourned at 7:20 p.m.

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