



LIBRARY COMMISSION MINUTES

Joint Meeting of
North County Library Association
Friends of the Library
Los Altos Library Endowment
Tuesday, August 1, 2006
Los Altos Main Library
13 South San Antonio Road, Los Altos, 94022

ROLL CALL

Chairperson, Poulos called the meeting to order at 6:00pm

Present: Chairperson Poulos; Vice Chairperson Tucker; Commissioners Thurber, Smith, Takle Quinn, Johnson and Gerich, LALE, JPA, NCLA Members

Also Present: Cheryl Houts, Community Librarian; Sarah Flowers reporting for Melinda Cervantes, County Librarian; Representative and Peggy Ford, City Staff Liaison

MINUTES

PUBLIC COMMENT

Elayne Dauber, citizen - spoke up about currently having the donation of Whipple funds already in hand. The Library should do something with it and find an appropriate use for it with out waiting much longer since it has already been 3 years since Ginny Whipple's passing.

REPORTS

BUSINESS

Expansion

Kathy Page who has an extensive eight year background in facility planning talked for 15-20 minutes about the importance of a needs assessment and how to go about completing one when dealing with the expansion of the Los Altos Main Library. She facilitated a discussion about the benefits a needs assessment allows when looking at space needs, design, costs, groups in need of space at new facility, long term affects.

Other discussion generated was as follows: A group should be created to look at a needs assessment. Include others in operations study. The Library Commission should study impacts of completion of "E". What will be done with it? There is approximately a need of 5000 square feet – 2000 needed by the Friends of the Library and 3000 undetermined with the possibility of group study and silent study areas, but essentially what 2 million dollars will build. The Friends of the Library are willing to take on the responsibility of getting drawings created for an expansion.

DISCUSSION AND ITEMS OF INTEREST

FUTURE AGENDA ITEMS

ADJOURNMENT - Meeting was adjourned at 7:35p.m.

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