



LIBRARY COMMISSION MINUTES

Regular Meeting

Tuesday, May 7, 2013 5:30p.m.

Los Altos Main Library

13 South San Antonio Road, Los Altos, 94022

ROLL CALL

PRESENT: Commission Members: Suelzle, Kavanagh-Clarke, Davis, Struthers, Hill and Perga

ABSENT: Commissioner Poulos

ALSO PRESENT: Peggy Ford, City Staff Liaison; Jane Cronkhite, Community Librarian; Nancy Howe, County Librarian

1. Commission Minutes

Motion by Commissioner Struthers, seconded by Commissioner Kavanagh-Clarke to approve the minutes of the April 2, 2013 meeting as is. Motion passed unanimously.

DISCUSSION ITEMS

2. Library Commission Annual Report to Los Altos City Council

Discussed outcome of annual meeting and training which took place on April 30th.

3. Way Finding Update – Commissioner Suelzle

The prototypes for the new signage arrived and the wayfinding client team reviewed the prototypes and plans and recommended proceeding with the plans. The wayfinding advisory team, will be meeting on Friday 5/10 to look at the prototypes and plans as well.

4. Campaign for Classroom Visits in District – Commissioner Clarke

Reported on benefits of owning a library card as a student in the district. Commissioner Clarke listed a variety of ways to get students involved in reading and at the Library.

5. Customer Satisfaction Survey Report, Community Librarian – Jane Cronkhite

Received report from Community Librarian regarding customer satisfaction report

6. Santa Clara County Library Proposed Budget – 2013/2014

Received report from County Librarian regarding the proposed Library budget for FY 2013/2014

INFORMATIONAL ITEMS

6. Friends of the Library

Received information on Los Altos Friends of the Library meetings and events

7. Monthly County and City Staff Reports

Received information and announcements from City and County Staff. Reported on Friends of the Library May Book Sale as well as ongoing sales.

COMMISSIONER' REPORTS AND COMMENTS

8. Commissioner Hill report to Commission on April Council meeting(s)

Received report regarding April Council meeting(s) from Commissioner Hill. Nothing pertaining to the Library.

POTENTIAL FUTURE AGENDA ITEMS

Library Proposed Budget for 2013/2014 –Chuck Griffen

Plane Tree – Mira Geffner

Story Telling Festival – Enid Davis

Work Plan

Primetime Report – Karen Duncan

ADJOURNMENT – 7:35p.m.

Respectfully Submitted by

Peggy Ford, Senior Recreation Supervisor

Liaison to the Library Commission