



LIBRARY COMMISSION MINUTES

Regular Meeting

Tuesday, January 8th, 2013 5:30p.m.

Los Altos Main Library

13 South San Antonio Road, Los Altos, 94022

ROLL CALL

PRESENT: Commission Members Perga, Hill, Suelzle, Poulos, Smith, Tucker and Struthers

ABSENT:

ALSO PRESENT: Peggy Ford, City Staff Liaison; Cynthia Wilson, Acting Community Librarian; Nancy Howe, County Librarian

PLEDGE OF ALLEGIANCE

Commissioner Perga led the pledge of allegiance.

SPECIAL PRESENTATIONS

Chuck Griffen, Financial and Administrative Services Manager of the Santa Clara County Library presented an overview of the Library budget.

PUBLIC COMMENT

1. Commission Minutes

Motion by Poulos, seconded by Smith to approve the minutes of the December 4th, 2012 meeting with corrections. Motion passed unanimously. Correction below:

(7) Nancy Howe, ~~Acting~~ County Librarian)

Change to:

(7) Nancy Howe, County Librarian)

DISCUSSION ITEMS

2. Library Commission Task Force

A subcommittee was formed with Commissioner Hill as lead and will invite community members to join in. The Task Force will look at possible new locations for the library and ways to fund a new library.

3. Public Access to Library Commission Members

Commissioners addressed ways that the public can contact them should they have questions or concerns regarding the Library. There is an "in-Box" located in the library offices for community members to leave notes of concern or interest. Commissioners will check the box regularly.

4. Library Commission Handbook

Commissioner Struthers has the document on a flash drive. Commissioner Struthers will give original to City Staff Liaison, Peggy Ford. She will create a PDF version of the handbook and send it out to commissioners for their records. The Library Commission handbook is an historical and working document of information regarding the Library as well as the duties of a Library Commission and its commissioners. Commissioners will periodically, (annually) review the handbook for currency and completeness.

INFORMATIONAL ITEMS

5. Friends of the Library

Received information on Los Altos Friends of the Library meetings and events. The next FLO book sale is scheduled for Feb. 8, 9 and 10 at the Hillview Community Center.

6. Los Altos Library Endowment and North County Library Authority Report

Received information regarding LALE and NCLA meetings and events.

Los Altos Library Endowment Report: LALE held its annual meeting in December 2012. Three board members were re-elected to 3-year terms – Jim Lai, Lenelle Smith and Judie Suelzle. Officers for 2013 were also elected as follows: Lenelle Smith – President, Ed Miller – Vice President, Dick Duhring – Treasurer, and Meg Gerstner – Secretary.

NCLA Report: The next NCLA meeting is scheduled for Monday, February 4, 2013 at 6 PM. It will take place at the Los Altos Neutra House.

7. Monthly Staff Reports

Received information and announcements from City and County Staff.

COMMISSIONER' REPORTS AND COMMENTS

6) Commissioner Smith's report to commission on December Council meetings

Commissioner Smith reviewed with commission outcomes of the December City Council meeting(s).

POTENTIAL FUTURE AGENDA ITEMS

Ad Hoc Committee for Potential new Library
Library Task Force Update re: leaving the JPA
Library Commission Handbook
Friends of the Library and Commissioners Forum report for March

Set February 5th Meeting Agenda

ADJOURNMENT – 6:50p.m.

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