

**MINUTES OF THE MEETING OF THE LIBRARY COMMISSION OF THE CITY OF
LOS ALTOS, HELD ON THURSDAY, DECEMBER 14, 2017 AT 6:30 P.M. AT LOS
ALTOS WOODLAND LIBRARY, 1975 GRANT AVENUE, LOS ALTOS, CALIFORNIA**

ROLL CALL

PRESENT: Commissioners, Bashir, Dixon, Hill, Kiremidjian, Liu

ABSENT: Commissioner Agarwal, Colman

PUBLIC COMMENTS

None.

INFORMATIONAL ITEMS

1. Update from County Staff

Deputy County Librarian Chris Brown presented the monthly update pertaining to County programs. He highlighted the following information:

- Giving the Gift of Literacy—List of recommended books for kids
- Holiday Happenings at the Library
- Expanded hours in 2018—Woodland added 6 service hours on Sundays

Community Librarian Marlene Iwamoto presented the monthly update pertaining to the Los Altos Library and Woodland Branch. She highlighted the following information:

- Los Altos and Woodland Branches Statistics
- Presentation by Joe Simitian
- Coming to America Presentation
- Sensory Storytime
- The Paper Airplane Guy Event

2. Information from the Friends of the Library

Suzanne Epstein reported that the November Book Sale brought in \$14,000. On-going book sales in November averaged \$1,500 per week. She also mentioned that their annual magazine sale would take place in January. Finally, Mary Jo Kelly was appointed as the Friends of the Library representative on the North County Library Authority Library Redevelopment Task Force.

3. Update from City Staff

Staff Liaison Jaime Chew reported that the 30th Annual Gingerbread House Exhibit was a success. She included a photo of the final display. She also highlighted the Holiday Hours that the Hillview Community Center Front Office would be following during the Christmas and New Year's timeframe. Finally, she announced the New Year's Fun Run: The Rogue Run which would be held on Monday, January 1, 2018 at 9am in Downtown Los Altos.

ITEMS FOR CONSIDERATION/ACTION

4. Commission Minutes
Action: Upon a motion by Commissioner Hill, seconded by Commissioner Liu, the Commission unanimously approved 5 – 0 the minutes of the November 7, 2017 Library Commission meeting.

6. Selection of a Library Task Force Representative
Action: Cindy Hill volunteered and nominated herself to be the representative. Upon a motion by Commissioner Hill, seconded by Commissioner Dixon, the Commission unanimously approved 5 – 0 to appoint Commissioner Cindy Hill as the Library Task Force Representative representing the Library Commission.

6. Selection of a NCLA Representative
Action: Cindy Hill volunteered and nominated herself to continue to be the representative. Upon a motion by Commissioner Hill, seconded by Commissioner Kiremidjian, the Commission unanimously approved 5 – 0 to appoint Commissioner Cindy Hill as the representative to NCLA representing the Library Commission.

7. Los Altos City Council Meeting Schedule
Action: None taken. The Commission reviewed the schedule.

8. Work Plan
Action: None taken. The Commission decided to forward the work plan to the next Commission meeting.

COMMISSIONERS' REPORTS AND COMMENTS

Commissioner Hill indicated that she and David Struthers were working on an update to the Library Commissioner Handbook and would provide it to the full Commission once the updates had been completed.

FUTURE AGENDA ITEMS

Marketing Presentation by Diane Roche
Work Plan

The Commission requested that an update from NCLA and an update from the Library Task Force become standing items on the agenda.

ADJOURNMENT

Chair Bashir adjourned the meeting at 7:44pm.