

**MINUTES OF THE MEETING OF THE LIBRARY COMMISSION OF THE CITY OF
LOS ALTOS, HELD ON THURSDAY, MAY 10, 2018 AT 6:37 P.M. AT MAIN LOS
ALTOS LIBRARY, 13 S SAN ANTONIO ROAD, LOS ALTOS, CALIFORNIA**

ROLL CALL

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

ABSENT: Commissioner Colman

PUBLIC COMMENTS

None.

INFORMATIONAL ITEMS

1. Update from County Staff

Director of Marketing Diane Roche presented the monthly update for Santa Clara County. He highlighted the following information:

- Summer Reading Program
- May is Mental Health Awareness Month
- Update from the April JPA Meeting
- Cupertino Library Expanded Hours
- Library Trends

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

- Updates to the Main Los Altos Library
- March Statistics for the Main and Woodland Libraries
- Program Highlights
- Los Altos Hills Earth Day Event
- Upcoming Events Calendar

2. Information from the Friends of the Library

Suzanne Epstein of the Friends of the Library reported that for the month of April, the Friends brought in \$9,677 in revenue--\$4,450 from the CD sale and \$5,227 from ongoing sales. She also reported that the May Book Sale brought in \$12,834 in revenue before expenditures. Finally, she mentioned that the Friends of the Library are working with the City on alternate locations for storage and book sales during the Hillview Community Center reconstruction.

3. Update from NCLA

NCLA Task Force Chair Cindy Hill reported that Task Force has formalized a recommendation that will be presented to NCLA at their next meeting which will be Monday, May 14 at 5pm and will be hosted in the Orchard Room at the Main Los Altos

Library. She also mentioned that they will be working on presentations to both the Los Altos and the Los Altos Hills City Councils in the next few months.

4. Update from City Staff

Staff Liaison Jaime Chew reported that the Summer Activity Guide has been released, and she indicated that registration will open Tuesday, May 15. She also reported that many events are planned for the Summer season such as: the Summer Concerts, the Glorious 4th and the Downtown Green.

ITEMS FOR CONSIDERATION/ACTION

5. Commission Minutes

Action: Upon a motion by Commissioner Hill, seconded by Commissioner Liu, the Commission unanimously approved 6 – 0 the minutes of the April 17, 2018 Library Commission Special Meeting.

6. Work Plan

Action: None taken. The Commission discussed various aspects of the Work Plan. The Library Services Subcommittee provided a substantive presentation on various ideas that would assist in increasing the number of library cards and awareness of library services. The commission requested that for the Special Events section, that the subcommittee coordinate with Community Librarian Marlene Iwamoto to determine which events that her staff would be able to attend and the compile a finalized list to create a sign-up list which can be agendized and presented at the June Library Commission meeting. The Commission also determined that they would agendize other presented options to be discussed at a future meeting.

7. Feedback on Library Commission Work Plan

Action: None taken. The Commission determined that due to time, they would reagendize this item to the next meeting.

COMMISSIONERS' REPORTS AND COMMENTS

- None.

FUTURE AGENDA ITEMS

Work Plan

Feedback on Library Commission Work Plan

Sign-Up Sheet

ADJOURNMENT

Chair Bashir adjourned the meeting at 8:35pm.