

**MINUTES OF THE MEETING OF THE LIBRARY COMMISSION OF THE CITY OF
LOS ALTOS, HELD ON THURSDAY, NOVEMBER 14, 2019 AT 6:33 P.M. AT MAIN
LOS ALTOS LIBRARY, 13 S SAN ANTONIO ROAD, LOS ALTOS, CALIFORNIA**

ROLL CALL

PRESENT: Commissioners Bedard, R. Liu, Steinle, Wheeler

ABSENT: Gee, Kiremidjian, Y. Liu

PUBLIC COMMENTS

None.

ITEMS FOR CONSIDERATION/ACTION

1. Commission Minutes

Action: Upon a motion by Vice Chair Steinle, seconded by Commissioner Wheeler, the Commission unanimously approved 4 – 0 the minutes of the October 10, 2019 Library Commission Meeting.

2. Review City Council meeting schedule

Action: None taken. The Library Commission received and reviewed the schedule. Staff liaison Chew was asked to verify if the Town of Los Altos Hills City Council meetings were streamed live and were available on the Town's website. Once that was determined, she would email that information to the Commission.

3. Review work plan and subcommittee assignments

Action: None taken. The Library Commission reviewed the work plan and the subcommittee assignments. The Commission determined that the subcommittees should review their goal, projects and assignments so that an update can be provided at the Commission meeting in December.

INFORMATIONAL ITEMS

4. Update from County Staff

County Librarian Nancy Howe presented the monthly update for Santa Clara County. She highlighted the following information:

- Santa Clara County Library District receives 2 prestigious awards
- Holiday Food Drive
- Distinguished Author Update
- STEAM in November
- Seating updates in Milpitas and Cupertino

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

- Grand Tour of the Universe Recap
- Program Highlights
- September Statistics for the Los Altos and Woodland Libraries
- Upcoming Events Calendar

5. Information from the Friends of the Library

Friends of the Library President Margaret Brooks reported that the November book sale brought in roughly \$11,000 in sales. She also reported that the next Ad Hoc meeting was scheduled for November 22 at 9am. Margaret also indicated that 4 sites had been identified for a long-term solution. Manny Hernandez was currently researching cost while the Friends of the Library was tasked with diagraming their work flow.

6. Update from NCLA/Redevelopment Task Force

NCLA Task Force Chair Cindy Hill reported that the Task Force is currently working on their influencer meetings and that they have completed 52 to date. She also indicated that the Task Force would be completing a scientific survey in January/February with the assistance of a consultant. The next NCLA meeting is scheduled for November 18 with the next Task Force meeting scheduled for December 12 at 4pm.

7. Update from City Staff

Staff Liaison Jaime Chew announced that Recreation & Community Services is recruiting for 2 positions: Recreation Specialist – Marketing (part time) and Recreation Coordinator – Facilities (full time). Both positions are currently listed on the City website. She also reported that the New Year’s Day Fun Run is scheduled for January 1, 2020 at 9am. The event is a 5k run, walk or roll. More event information can be found on the City website.

COMMISSIONERS’ REPORTS AND COMMENTS

None.

FUTURE AGENDA ITEMS

Work Plan
Potential Special Session

ADJOURNMENT

Chair Bedard adjourned the meeting at 7:42pm.