

## LIBRARY COMMISSION

### 2019/20 Work Plan

(As of October 10, 2019)

Goal	Projects	Assignments	Target Date	City Priority related to	Status
<p style="text-align: center;">Improve Infrastructure</p> <p style="text-align: center;">Bedard, Gee, Wheeler</p>	<p>Los Altos Branch Infrastructure</p>	<p>Help mitigate issues caused by Hillview Redevelopment</p> <ul style="list-style-type: none"> <li>• Access to the Library</li> <li>• Parking</li> <li>• Friends of the Library</li> </ul> <p>Assess potential improvements</p> <ul style="list-style-type: none"> <li>• Assess safety, emergency, and hygiene features</li> <li>• Assess use and function of rooms and areas (Orchard Room, Children’s Area, etc.)</li> </ul> <p>Assess long term parking needs connected with the Los Altos civic center campus</p>	<p>September 2020</p>	<p>Assist and advise in construction of new library and/or library infrastructure</p>	<p>Subcommittee members appointed</p>
	<p>Woodland Branch Infrastructure</p>	<p>Assess services offered</p> <p>Grounds</p> <p>Parking</p> <p>Assess potential improvements</p> <ul style="list-style-type: none"> <li>• Assess safety, emergency, hygiene features</li> <li>• Assess use and function of rooms and areas</li> </ul>	<p>September 2020</p>		<p>Subcommittee members appointed</p>

<p>Improve Services</p> <p>R. Liu, Y. Liu, Kiremidjian</p>	<p>Current</p>	<p>Continuity of expanded hours</p> <p>Catalog all the current services</p> <ul style="list-style-type: none"> <li>• County staff to continue to provide status of current services information</li> <li>• Library Commission to attend January meeting with County Library Services in Campbell – need planning based on work schedules</li> </ul>	<p>September 2020</p>		<p>Subcommittee members appointed</p>
	<p>Futures</p>	<p>Cards for everyone</p> <p>Open data and access to government resources</p> <ul style="list-style-type: none"> <li>• County real estate records</li> <li>• Other open government initiatives</li> </ul> <p>Equipment and art bank</p> <ul style="list-style-type: none"> <li>• Kindles</li> <li>• DVD players</li> <li>• Art</li> </ul> <p>Tech Innovation Programming</p> <ul style="list-style-type: none"> <li>• Robotics</li> <li>• Maker space</li> <li>• 3D printing</li> <li>• Help evolve Library Cyber Policy</li> <li>• Tutor / Student Match</li> <li>• Legal Services (see Mountain View clinic)</li> </ul>	<p>September 2020</p>		<p>Subcommittee members appointed</p>

		<p>Checkout experience</p> <ul style="list-style-type: none"> <li>• Scan from mobile app</li> <li>• Rolling shopping basket</li> <li>• Stepping stool for kid's checkout</li> <li>• Reserve turnaround time</li> </ul> <p>Workspace</p> <ul style="list-style-type: none"> <li>• Agile workspace</li> <li>• Phase out desktops for laptops</li> </ul>			
<p>Improve Awareness</p> <p>R. Liu, Steinle, Wheeler</p>	<p>Coordinate Schools / Library</p>	<p>School library liaisons</p> <p>Research class offered between local schools and library</p>	<p>September 2020</p>		<p>Subcommittee members appointed</p>
	<p>Reach out to other City Commissions for ideas, needs, access to constituencies</p>	<p>Senior</p> <p>Youth</p> <ul style="list-style-type: none"> <li>• Are there generational issues?</li> <li>• Do we want to have a youth representative on the Library Commission?</li> </ul> <p>Public Art</p> <ul style="list-style-type: none"> <li>• Revolving art display</li> </ul> <p>Historical</p> <ul style="list-style-type: none"> <li>• Historical artifacts</li> <li>• Special book collection</li> </ul> <p>Complete Streets</p>	<p>September 2020</p>		<p>Subcommittee members appointed</p>

		<ul style="list-style-type: none"> <li>• Construction-time parking and traffic issues</li> </ul>			
	Public Outreach	Evaluate and implement outreach programs through all reasonably available means	September 2020		Subcommittee members appointed
	Solicit Feedback	Suggestion box Office hours for feedback	September 2020		Subcommittee members appointed
Redeveloped Library Bedard, Gee, Steinle	NCLA Library Redevelopment Task Force	Appoint a representative to serve on NCLA and the Library Redevelopment Task Force Monitor, participate and assist as necessary	September 2020		Cindy Hill has been appointed to represent the Library Commission on NCLA and the Task Force
	Library Commission Role	Define role of Library Commission in constructing new library Corporate donations	September 2020		Subcommittee members appointed