



TO: City of Los Altos / Town of Los Altos Hills City Library
Commission, Jaime Chew, Rose Baiza

FROM: Library Commission Infrastructure Subcommittee

SUBJECT: Mitigating Noise at Woodland Library - Proposals

The Problem - Noise

Local students congregate at the Woodland Branch after school in fairly large numbers. They are loud, and they move from the library to the patio and back frequently and the door to the patio is particularly noisy. They occupy the library until their parents arrive to pick them up by car or until they begin to walk home later in the afternoon starting around 4 - 5pm.

These students aren't the only source of noise in the library. There are tutors who work with students and even though they speak with their "indoor voices," their conversations are loud enough to be heard throughout the small space that is Woodland. The noise can be distracting to other patrons.

Another source of noise is the librarians themselves. They must interact with library patrons and so their conversations are heard throughout the library and are also distracting.

Proposed Solutions based on the observations of Commissioner Wheeler - A Teen Room and Soundproofing Walls

Solution 1 – Build a Teen Room

There is enough room at the back of the library where the patio is currently located or to the south side of the building to build a large room that could be a dedicated "teen room" during after-school hours. This room would also be available for community meetings much like the Orchard Room at the Main Library. It could also be used for children's programs. Our Librarian advises that she often has to choose between several programs all competing for space in the Orchard Room –

this room would give our Librarian another large space to accommodate those competing programs.

The room could be built with lots of windows and a top-of-the-line “silent” sliding door for ingress/egress to keep the noise down. Building the room where the current patio is located and using the existing outside wall as one wall of the new room might help reduce construction costs. Another plus is visibility of what’s going on in that room from inside the “core” library. A replacement patio could be built on the used area of the south end of the property.



Solution 2 – Soundproof and/or Glass Walls to Mitigate Conversational Noise

When you think about where you want a quiet space at the Woodland Branch, there is really only one area where a patron could hope to go and read/work in a quiet space – and that is the far-left reading area – let’s call it the “adult” reading area.

For clarity, let’s divide the Woodland library in 4 quarters (oriented from the front door to the door to the patio): 1) the stacks on the near-left side; 2) the “adult” reading area on the far-left side; 3) the librarians’ station on the near-right side; and 4) the kids’ reading area on the far-right side.

People are making noise on the right side of the building. People are generally not making noise on the left side of the building.

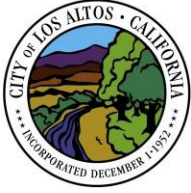
Soundproof walls could be installed to isolate the entire right side of the building. Alternatively, just the “adult” reading area on the far-left side could be isolated with soundproof walls.

If solid soundproof walls would significantly diminish the ambience of the library, glass walls might be a suitable alternative. Glass walls are effective at reducing noise levels. Glass walls would not interfere with light transmission throughout the library. Another advantage of glass walls is that they would not make an already small space seem even smaller.

Isolating only the “adult” reading area would appear to be the most cost effective and convenient solution. That said, there are professionals that could assess the problem and advise how best to soundproof areas of the library.

Thank you,

Freddie Wheeler, Nelvin Gee, and Pierre Bedard
Library Commission Infrastructure Subcommittee



TO: Cindy Hill, NCLA
FROM: Library Commission Redevelopment Subcommittee
CC: Jaime Chew, Recreation & Community Services Manager

SUBJECT: Proposal for Special Study Session Meeting

Cindy,

Please find attached a proposed agenda for a special study session hosted by the Library Commission sometime in March.

The special study session, modeled after one hosted last January by the NCLA, includes all parties to date identified with interests in the redevelopment effort.

The Library Commission will invite two members of each party to attend this study session. The main presentation will be by a representative of the North County Library Authority. They would then be followed by each of the interested parties, who would be given a maximum of five minutes to define their current and proposed role(s), if any, in the redevelopment of the library.

If you think it necessary, we can develop a PowerPoint format as a guide. Following the presentations, we can determine next steps as a group as we move to the next step in our journey.

One of our members would be happy to present and/or report on this proposal on Monday. Let us know if you have any comments and/or suggestions. Please find attached a draft for review, discussion, and/or submission.

We would have no issues with any suggested agenda modifications or suggestions in general, including scheduling a presentation by the consultant on the results of the survey to a broader group, as suggested by the full NCLA.

Respectfully,

Library Commission Redevelopment Subcommittee
Pierre Bedard, Eric Steinle, Nelvin Gee

DRAFT



LIBRARY COMMISSION MEETING

March _____, 2020 - 6:30 P.M.

SPECIAL STUDY SESSION REGARDING LIBRARY REDEVELOPMENT WITH REPRESENTATIVES OF THE COUNTY OF SANTA CLARA LIBRARY DISTRICT, THE CITY OF LOS ALTOS, THE TOWN OF LOS ALTOS HILL, THE NORTH COUNTY LIBRARY AUTHORITY (NCLA), THE NCLA REDEVELOPMENT TASK FORCE, THE FRIENDS OF THE LIBRARY, THE LOS ALTOS LIBRARY ENDOWMENT, ET AL

Los Altos Main Library, Orchard Room

13 South San Antonio Road, Los Altos, California

ESTABLISH QUORUM

PLEDGE OF ALLEGIANCE

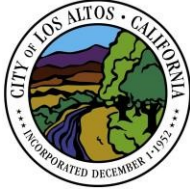
PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Members of the audience may bring to the Commission's attention any item that is not on the agenda. Please complete a "Request to Speak" form and submit it to the Liaison. Speakers are generally given two or three minutes, at the discretion of the Chair. Please be advised that, by law, the Commission is unable to discuss or take action on issues presented during the Public Comment Period. According to State

Law (also known as “the Brown Act”) items must first be noticed on the agenda before any discussion or action.

ITEMS FOR CONSIDERATION/ACTION

1. Welcome
2. Public Comment
3. Introductions
4. Presentation by NCLA Task Force
5. Presentation by Representative of Each Invited Organization
6. Wrap Up and Next Steps
7. Public Comment



TO: City of Los Altos / Town of Los Altos Hills City Library
Commission, Jaime Chew, Rose Baiza

FROM: Library Commission Subcommittee on Awareness

SUBJECT: Town Crier Ads highlighting Library Services

The Awareness Subcommittee proposed that we place ads in the Town Crier to highlight services the Library provides that might not be well known by our residents. Our librarian, Rose Baiza, followed up and asked LALE if they would be willing to fund one ad/month and LALE agreed.

We propose working with Rose and her staff to learn which really important/useful services are under-utilized and the possible reasons for their under-utilization. These important but under-utilized services would be the target of our ads. One such service would be highlighted each month.

We will take advantage of the expertise of Rose Baiza, a Santa County Library Authority graphic designer and Kathy Lera of the Town Crier. All of the expertise will be free, even the Town Crier will design our ads at no cost. Ms. Lera is also very helpful in advising what ad configuration is best to ensure that we get good ad placement as we would want our ads to be as close to the opinion page as possible, not lost in the back with the real estate ads. We will use the LALE border to acknowledge their sponsorship. Rose Baiza has requested that the first ad highlight the Go Go Biblio to recognize LALE's contributions to the Library and their support of these ads.

Thank you,

Freddie Wheeler, Eric Steinle, and Richard Liu
Library Commission Awareness Subcommittee