

**MINUTES OF THE MEETING OF THE LIBRARY COMMISSION OF THE CITY OF
LOS ALTOS, HELD ON THURSDAY, DECEMBER 2, 2021 AT 6:30 P.M. VIA
TELECONFERENCE IN LOS ALTOS, CALIFORNIA**

ROLL CALL

PRESENT: Commissioners Bedard, Carter, Dixit, Liu (left at 7pm), Wheeler

ABSENT: Commissioner Crane, Gee

PUBLIC COMMENTS

None

ITEMS FOR CONSIDERATION/ACTION

1. Approve minutes of the meeting of November 4, 2021

Action: Upon a motion by Commissioner Carter, seconded by Commissioner Wheeler, the Commission unanimously approved 5 – 0 to approve the minutes of the November 4, 2021, Library Commission meeting.

2. Update from County Staff

Deputy County Librarian Stephen Fitzgerald presented the monthly update for Santa Clara County. He highlighted the following information:

- Holidays with SCCLD
- Weston Woods Movies
- Virtual Tours of the Library
- New Library Cards: Create, Dream, Discover
- Silicon Valley Reads Kick Off
- JPA Board Meeting
- Library District Forum

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

- Welcome to 2 new Library Pages
- Los Altos Statistics for November 2021
- Los Altos Library virtual and in person programs

3. Diverse Cultural Festival Calendar

Action: Upon a motion by Chair Wheeler, seconded by Commissioner Carter, the Commission unanimously approved 5 – 0 to approve the Awareness Subcommittee to create a diverse cultural festival calendar to be forwarded to Santa Clara County Library District staff for consideration.

4. Work Plan

Action: None taken. No additional updates were provided.

INFORMATIONAL ITEMS

5. Information from the Friends of the Library

Acting President Elayne Dauber reported that operations are on their way to returning to normal. Online and on-going sales in the Library are going well. She also reported that the first book sale has been scheduled in the new Community Center for the first weekend in February. Donations continue to be accepted on Wednesdays and Saturdays. The Friends have also held their first board meeting outdoors at the Community Center. Elayne also reported that the café operations will return when the indoor mask mandate is removed.

6. Information from NCLA and LALE

NCLA

- Meeting in January

LALE

- Silicon Valley Reads presentation
- Changes in LALE board
- Annual letter distribution

7. Information from City Staff

- Holiday Gingerbread Exhibit
- Currently hiring Facility Attendants
- Closing out Fall Season
- Los Altos COVID-19 page is current with vaccination information

COMMISSIONERS' REPORTS AND COMMENTS

8. Infrastructure Subcommittee

Action: Subcommittee met. Will work on feasibility study for redesign of the Woodland Branch Library. Looked at Orchard Room to see if it could be divided and will report out further at the next meeting.

9. Services Subcommittee

Action: Subcommittee met. Working with City staff on plans for additional book drop-off boxes.

10. Awareness Subcommittee

Action: Subcommittee met. Shared listing in Town Crier advertising the homework help program written by Commissioner Dixit. Commissioner Carter shared information regarding Stanford. Will reach out to other local school papers to increase outreach. Chair Wheeler also shared information on the upcoming ads.

11. Futures Subcommittee

Action: No update.

12. Work Plan Subcommittee

Action: No update.

FUTURE AGENDA ITEMS

Work Plan

ADJOURNMENT

Chair Wheeler adjourned the meeting at 7:47pm.