



## LIBRARY COMMISSION MEETING

### MINUTES

6:30 PM - Thursday, August 3, 2023

*Los Altos Community Center Sequoia Room*

#### ESTABLISH QUORUM

Chair Crane called the meeting to order at 6:30pm

**Present:** Chair Crane, Vice Chair Wheeler, Commissioners Bedard, Gee & Fawcett

**Absent:** Commissioner Carter

#### PLEDGE OF ALLEGIANCE

#### PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

None

#### ITEMS FOR CONSIDERATION/ACTION

1. **Minutes:** Approve minutes of the regular meeting of July 6, 2023

**Public Comment:** None

**Action:** Vice Chair Wheeler moved that the Commission accept the minutes of the regular meeting of July 6, 2023, as written. Chair Crane seconded the motion.

Approve: Crane, Wheeler, Bedard, Gee, Fawcett

Oppose: None

Abstain: None

Motion passed, unanimously: 5-0-0

2. **Futures Recommendation for NCLA:** Discuss Futures Subcommittee recommendation for NCLA

**Public Comment:** None

**Action:** None

3. **Commission Handbook:** Discuss changes to the Commission Handbook approved by City Council

**Public Comment:** None

**Action:** None

4. **Library Usage Presentation:** Discuss Services Subcommittee analysis of Library usage data

**Public Comment:** None

**Action:** None

5. **Main Library Patio Project Advisory Group:** Discuss appointment of a Library Commissioner to patio project Advisory group

**Public Comment:** None

**Action:** Commissioner Fawcett volunteered to participate as the representative for the Patio Project Advisory Group.

#### INFORMATIONAL ITEMS

6. **Los Altos Library Endowment (LALE) Update:** Receive updates from LALE representative
7. **Friends of the Library Update:** Receive updates from Friends of the Library representative
8. **North County Library Authority (NCLA) Update:** Receive updates from NCLA representative

#### COMMISSION/SUBCOMMITTEE/STAFF ORAL REPORTS AND REQUESTS FOR FUTURE AGENDA ITEMS

9. **Santa Clara County Library District Presentations:** Receive information and updates from County Staff
10. **Main Library Staff Report:** Receive information and updates from Main Library Staff
11. **City Staff Update:** Receive updates from City Staff
12. **Subcommittee Reports:** A. Awareness (*Carter, Wheeler*)  
B. Infrastructure (*Carter, Gee, Wheeler*)  
C. Futures (*Bedard, Crane, Gee*)  
D. Services (*Bedard, Crane, Fawcett*)

**13. Requests for Future Agenda Items**

- a. Woodland Library Patio Discussion
- b. Night at the Library Event
- c. Review Librarian of the Year Contest Application

**ADJOURNMENT**

Chair Crane adjourned the meeting at 8:02 pm.