



LIBRARY COMMISSION MEETING

MINUTES

6:30 PM - Thursday, January 4, 2024
Los Altos Community Center Sequoia Room

ESTABLISH QUORUM

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

Present: Chair Fawcett, Vice Chair Bedard, Commissioners Carter, Crane, Morris

Absent: None

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 October 5, 2023

Public Comment: None

Action: Vice Chair Bedard moved that the Commission accept the minutes of the regular meeting of October 5, 2023 as written. Commissioner Crane seconded the motion.

Approve: Fawcett, Bedard, Carter, Crane, Morris

Oppose:

Abstain:

Motion passed: 5-0-0

2. **Potential Improvements to Library Ad-Hoc Subcommittee:** Discuss and approve the presentation and associated recommendations from the Potential Improvements to Library Subcommittee that will be presented to City Council.

Public Comment: Rose Baiza, Freddie Wheeler

Action: Commissioner Carter moved to approve. Commissioner Crane seconded with a friendly amendment to approve the presentation and associated recommendations from the Potential Improvements to Library Subcommittee that will be presented to City Council.

Approve: Fawcett, Bedard, Carter, Crane, Morris

Oppose:

Abstain:

Motion passed: 5-0-0

- 3. Library Commission Work Plan:** Discuss and approve the 2024 Library Commission Work Plan that will be presented to City Council at a Joint Session with City Council and Commissions on February 27, 2024.

Public Comment: None

Action: Commissioner Crane moved to approve the edited version of the 2024 Library Commission Work Plan and direct City staff to make improvements to the document.

Approve: Fawcett, Bedard, Carter, Crane, Morris

Oppose:

Abstain:

Motion passed: 5-0-0

- 4. Library Parking Update:** Discuss the current library parking layout and provide direction for proposed parking improvements.

Public Comment: Freddie Wheeler

Action: None

COMMUNITY PARTNER UPDATES

- 5. Los Altos Library Endowment (LALE) Update:** Receive updates from LALE representative

Public Comment: Freddie Wheeler

- 6. Friends of the Library Update:** Receive updates from Friends of the Library representative

- 7. North County Library Authority (NCLA) Update:** Receive updates from NCLA representative

Public Comment: Freddie Wheeler

INFORMATIONAL ITEMS

STAFF REPORTS

- 8. County District Staff Update:** Receive information and updates from County Staff

- 9. Main Library Staff Update:** Receive information and updates from Main Library Staff

- 10. City Staff Update:** Receive updates from City Staff

AD HOC COMMITTEE REPORTS

LIAISON REPORTS

- 11.** Receive update on the Library Patio Task Force and provide direction as needed.

REQUEST FOR FUTURE AGENDA ITEMS

12. Requests for Future Agenda Items

- a. Night at the Library event
- b. Library Commission Web Presence
- c. Commission Picture in Libraries
- d. Create Ad-Hoc Subcommittee for Targeted Outreach
- e. Work Plan Assignments
- f. Tech-Blending, Noise-Cancelling Headsets Discussion
- g. Add Section on “REPORT OUT FROM COMMISSIONERS” to end of future meetings

ADJOURNMENT

Chair Fawcett adjourned the meeting at 8:33 pm.