



NORTH COUNTY LIBRARY AUTHORITY COMMISSION SPECIAL MEETING

**Monday, November 26, 2018 – 6:00 P.M.
Orchard Room, Los Altos Library
13 S. San Antonio Road, Los Altos, California 94022**

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. Commission Meeting Minutes
Approve minutes of the Special Meeting of July 11, 2018
 - A. Minutes 7-11-18
2. Guidelines regarding the use of NCLA Funds
Discussion of the guidelines around the use of public funds for a ballot measure
3. Financial Update
Review FY 17-18 Revenues and Expenditures Detail; Letter from Santa Clara County Library District regarding additional funding for FY 19-20
 - A. Revenue and Expenditure Summary
 - B. Revenue and Expenditure Detail
 - C. NCLA Adopted Budget FY 18-19
 - D. NCLA Fund Balance Projection
 - E. Letter from SCCLD
4. Update on Los Altos Library Redevelopment Project and Task Force
Update from Task Force member and Board Secretary Suzanne Epstein.
 - A. Task Force Budget Request
 - B. Task Force Preliminary Budget Estimate

5. Legal Analysis of Options to Expand Boundaries for Future Ballot Measure
Review letter by NCLA Counsel on authority to tax extraterritorial property.
 - A. Letter from NCLA Counsel

6. County Update
County staff will provide an update.

7. Review of City of Los Altos Unclaimed Funds Policy & Procedures
The City's newly adopted policy will apply to unclaimed NCLA funds.
 - A. City of Los Altos Unclaimed Funds Policy & Procedure

8. Proposed Future Meeting Schedule
January 14, 2019
May 13, 2019

INFORMATIONAL ITEMS

9. Staff Report
Receive information and announcements from MRG / City Staff

COMMISSIONERS' REPORTS AND COMMENTS

POTENTIAL FUTURE AGENDA ITEMS

ADJOURNMENT

SPECIAL NOTICES TO PUBLIC

In compliance with the Americans with Disabilities Act, the City of Los Altos will make reasonable arrangements to ensure accessibility to this meeting. If you need special assistance to participate in this meeting, please contact the City Clerk at least 48 hours prior to the meeting at (650) 947-2720.

Agendas, Staff Reports and some associated documents for Financial Commission items may be viewed on the Internet at <http://losaltosca.gov/committees-commissions/nclal/meetings.html>

If you wish to provide written materials, please provide the Commission Liaison with **10 copies** of any document that you would like to submit to the Commissioners in order for it to become part of the public record.

For other questions regarding the meeting proceedings, please contact the City Clerk at (650) 947-2720.