



NORTH COUNTY LIBRARY AUTHORITY COMMISSION MEETING

Monday January 28, 2019 – 6:00 P.M.

**Neutra House, 83 Hillview Avenue
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. Election of North County Library Authority (NCLA) Commission Officers
 - a. Nominate and elect a member for the position of President
 - b. Nominate and elect a member for the position of Vice President
 - c. Nominate and elect a member for the position of Secretary

2. Commission Meeting Minutes
 - a. Approve minutes of the Special Meeting of November 26, 2018
 - b. Approve minutes of the Special Joint Meeting of January 14, 2019

3. Legal Analysis of Use of NCLA Funds

NCLA attorney Christopher Diaz will present his opinion letter in response to questions raised at the November 26, 2018 meeting.

4. Consideration of Extension of Agreement for Tax Roll Services with NBS

5. NCLA Financial Review

Documents provided:

 - a. Summary of Revenues and Expenditures
 - b. Transaction Details
 - c. Fund Balance Projections
 - d. Adopted Budget for FY 2018/19
 - e. Draft NCLA Administrative Expenses

6. NCLA Task Force

Receive update from Task Force, discuss items below, provide direction to NCLA Liaison

- a. Fill vacant position on Task Force
- b. Discuss upcoming presentations to Los Altos Hills City Council and Los Altos City Council about the Los Altos Library Redevelopment Project
- c. Consider Task Force Project Plan
- d. Review Task Force Budget
- e. Review Task Force Communication Plan
- f. Review Task Force Fundraising Plan
- g. Discuss RFP for Consultant Services

7. Consider additional County Funding for Library Services for FY 2019/20

Receive update regarding discussions that have occurred to date, and provide direction to NCLA Liaison

8. County Update

County staff will provide an update.

9. Future Meeting Schedule

- a. February 25, 2019 at 6 pm at Neutra House
- b. May 20, 2019 at 6:00 pm in the Orchard Room, Los Altos Library

INFORMATIONAL ITEMS

10. Staff Report

Receive information and announcements from Liaison / 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.