



**NORTH COUNTY LIBRARY
AUTHORITY AGENDA
SPECIAL MEETING
5:00 PM - Monday, December 4, 2023**

***Hybrid format: In person at the Los Altos Community Center; Manzanita Room and
Online via Zoom (sign on details below)***

Please Note: This meeting will be held in a hybrid format in compliance with AB 2449.

TO PARTICIPATE IN-PERSON: Members of the public may participate in person by being present at the Los Altos Community Center inside the Manzanita Conference Room located at 97 Hillview Ave, Los Altos, CA 94022

TO PARTICIPATE REMOTELY: The public may participate through the link below. This meeting will be recorded and any public comment and image during public comment will be captured. Please observe Videoconference etiquette by muting your device and making public comments only during appropriate times. Participants who wish to join remotely from outside the United States should email cmansel@solutions-mrg.com to arrange for international access to the meeting.

Time: December 4, 2023 5:00 PM

Link:

<https://us06web.zoom.us/j/82290989386?pwd=d4ObCvfe3yCT4qqVRahnMwvoiWN1aI.1&from=addon>

Meeting ID: 822 9098 9386

Passcode: 729712

Or call in by phone +1 669 900 6833 US (San Jose)

TO SUBMIT WRITTEN COMMENTS: Prior to the meeting, comments on matters listed on the agenda may be emailed to cmansel@solutions-mrg.com. Emails sent to this email address are sent to/received immediately by the Authority. Please include a subject line in the following format:

PUBLIC COMMENT AGENDA ITEM ## - MEETING DATE

Correspondence submitted in hard copy/paper must be received by 2:00 PM on the day of the meeting to ensure distribution prior to the meeting. Correspondence received prior to the meeting will be included in the public record. Please follow this link for more information on submitting written comments: <https://www.losaltosca.gov/cityclerk/page/public-comments>.

Public testimony will be taken at the direction of the President, and members of the public may only comment during times allotted for public comments.

ESTABLISH QUORUM

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS

Members of the audience may bring to the Authority's attention any item that is not on the agenda.

Speakers are generally given two or three minutes, at the discretion of the President.

Please be advised that, by law, the Authority 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.

INFORMATIONAL ITEMS

1. Financial Update
2. Senior Exemption Report

FOR CONSIDERATION/ACTION

1. **Discussion of acceptable uses of NCLA Parcel Tax monies.** Review of Ad Hoc Committee findings. Possible update to NCLA Norms & Procedures.
2. **Update on the Library Commission proposed study session with the City of Los Altos** including steps for an NCLA RFP for Library Consultant Services to prioritize needed improvements and determine best course of action given NCLA funds available. Possible approval of the RFP document.
3. **Discussion of what constitutes NCLA's "basic administrative services"** and how the use of an operating fund might aid in administrative processing and transparency. Possible updates to NCLA Norms & Procedures.
4. **Discussion of NCLA outside cost sharing with member entities** and approval of annual cost share invoices for the City of Los Altos and the Town of Los Altos Hills. (NCLA JPA Agreement, Section 12)
3. **Approval of Minutes** for Special Meeting of 10/2/23
4. **Approval of Current Invoices for Payment**
 - a. Meyers Nave October Invoice for services through 9/30/2023
 - b. MRG September and October Invoices

COMMISSIONERS' REPORTS AND COMMENTS

ADJOURNMENT

SPECIAL NOTICES TO PUBLIC

In compliance with the Americans with Disabilities Act and California Law, it is the policy of the City of Los Altos to offer its programs, services and meetings in a manner that is readily accessible to everyone, including individuals with disabilities. If you are a person with a disability and require information or materials in an appropriate alternative format; or if you require any other accommodation, please contact department staff. Advance notification within this guideline will enable the City to make reasonable arrangements to ensure accessibility. The City ADA Coordinator can be reached at (650) 947-2607 or by email: ada@losaltosca.gov.

Agendas, Staff Reports and some associated documents for the North County Library Authority items may be viewed on the Internet at <https://www.losaltosca.gov/nclibraryauthority>.

If you wish to provide written materials, please provide the Staff Liaison with **10 copies** of any document that you would like to submit to the Authority 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.