

APPROVED

MINUTES

Library Advisory Commission (LAC)

July 10, 2008

Council Chambers
250 Hamilton Avenue
7:00 p.m.

Commissioners Present: Sanford Forte (Vice Chair), Leonardo Hochberg,
Robert Redfern-West, Valerie Stinger (Chair), John Stucky,
Susan Thom
Staff Present: Diane Jennings, Cornelia van Aken
Council Liaison: Sid Espinosa

CALL TO ORDER – Chair Stinger called the meeting to order at 7:05 p.m.

ORAL COMMUNICATIONS – None

AGENDA CHANGES, REQUESTS, DELETIONS – None

BUSINESS

1. Approval of draft minutes of Special Meeting on June 25, 2008.
 - With corrections, Thom moved to approve minutes of Special Meeting on June 25, 2008. Redfern-West seconded. Minutes were approved unanimously.
2. Debriefing from July 7 City Council Meeting on Polling Results for Library/Community Center Bond Measure and Direction to Staff on a November 2008 Bond Measure
 - Members of the LAC discussed, provided comments and reactions to the polling results and City Council's unanimous support for a Library/Community Center Bond Measure in November 2008.
 - The LAC agreed to
 - (1) step up its efforts for educational outreach to the community to complement the bond campaign and have sub-committees start working on addressing the following:
 - Concerns for additional staffing and facilities maintenance (Thom, Forte)
 - Outreach communication in the Palo Alto Weekly (Stucky, Stinger)
 - Explore needs and goals of Avenidas and Senior Centers in the

community (Forte, Stinger)

- (2) maintain close contact and good communication with assigned “Council buddies” to update Council members on library matters;
 - (3) be available to individuals and organizations in the community to provide information on the work done by the LAC and on library needs.
- Stinger will speak in behalf of the LAC at the next City Council meeting to express the Commission’s appreciation for City Council’s support of a 2008 November bond measure and to summarize the LAC’s comments and action plan going forward.
3. Follow up Discussion with Youth Council
- Members of the LAC discussed the best approach to work together with the Youth Council to engage and draw the youth community to libraries as the Youth Council sets its agenda/priorities with the start of the new school year.
 - The LAC agreed to assign a sub-committee (members Hochberg, Forte and Redfern-West) to work on providing a list of short and long term goals and objectives that will lead to good dialogue, interaction/insights from the youth about library usage, programs, services and needs.
 - This item will be agendaized for further discussion at the next LAC meeting.

LIBRARY DIRECTOR’S REPORT

1. The LAC will receive the Board Effectiveness Training presented by the California Association of Library Trustees and Commissioners (CALTAC) on Saturday, July 12, from 9 a.m. to 12 Noon, at the Fireside Room, Lucie Stern Community Center. Rajesh Mashruwala - applicant for the LAC seat vacated by Karen Dreyfus, who City Council may vote to appoint on July 14 - has been invited to attend.
2. Second informational mailer about the City Council’s action on the Library/Community Center bond measure will be in households next week. There were approximately 800 responses received from the first mailer and the results will be available at the City Council meeting on July 21. The Ordinance about the November bond election will be introduced on this date, together with the confirmation of approval of the environmental documents for Mitchell Park. The adoption of the Ordinance is scheduled on August 4.
3. The Friends of the Palo Alto Library (FOPAL) approved \$95,400 in grants for Fiscal Year 2008/2009, which includes \$60,000 for collection enrichment and \$34,000 for programs. Another \$67,000 – the second year of a 2-year partnership with the City – was added to the Library’s collection budget. Members of the LAC expressed appreciation for FOPAL’s contributions to the Library.

4. The study on Radio Frequency Identification (RFID) and automated materials handling (AMH) implementation at the Library is nearing completion. Staff is currently working on the contract for the consultant who will start working on the Library's Technology Plan in September. Process will include meetings with library stakeholders, envisioning workshops, and an online survey.
5. Interviews for the Supervising Librarian position at Mitchell Park Library will be held at the end of this month. Five applications were received, four of whom are from out of the area.

REPORTS

Commissioner reports and questions:

1. Forte asked if the LAC meeting in October is necessary since the Commission should be spending time with the community about the Library/Community Center bond election in November. The LAC will decide at the September 25 meeting.
2. In response to the question on the status of the Library's responses to the July 2007 audit recommendations, Jennings said staff will provide an update/progress report to City Council at the October 6 meeting. Jennings added that out of the City Auditor's 32 recommendations, many have been implemented, including online scheduling for access system-wide.
3. Stinger attended FOPAL's Board Meeting in July and was pleased about the vote of approval for Library grants (FY2008/09).

Council Liaison Report:

1. Espinosa thanked the Commissioners for speaking at the July 7 Council meeting -it was important for Council members to hear from the LAC.
2. Some upcoming opportunities for the LAC:
 - Future discussion with the Public Art Commission about integration of public art for Library/Community Center building projects;
 - Integrate the Library's Technology Plan with the City's Fiber to the Home project;
 - Series of neighborhood events by "Better Libraries for Palo Alto" campaign committee will be coming up in a couple of weeks;
 - LAC's role and/or response to the Palo Alto Weekly's July 8 editorial on the November bond;
 - Voice out at every opportunity - provide clarity and policy guidance, and work with staff to clarify any misconceptions.
3. Espinosa will not be able to attend the LAC meeting in September.

COMMENTS AND ANNOUNCEMENTS

Stinger provided the Commissioners with a copy of the agenda for Saturday's Board Effectiveness Training with CALTAC's Deborah Doyle.

AGENDA for meeting on September 25, 2008:

The items suggested for the meeting are:

- Operations and staffing budget outreach - Thom & Forte
- Outreach communication for Palo Alto Weekly - Stinger & Stucky
- Youth Council – Hochberg, Forte, Redfern-West
- Outreach to Avenidas and Senior Centers – Forte & Stinger
- Tech Plan and other City Technology Efforts
- Possible College Terrace Update
- Library's Boomer Proposal

Redfern-West moved to adjourn.

THE MEETING WAS ADJOURNED AT 8:45 p.m.