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

ORAL COMMUNICATIONS –
Joy Ogawa, Yale Street, expressed her concern about recent LAC meetings that were not held in the Council Conference Room, meaning they could not be cablecast live or videotaped.

AGENDA CHANGES, REQUESTS, DELETIONS –
Due to the Council’s recent decision to postpone further discussion of Fiber to the Home, this item will be agendized at a later date.

BUSINESS
1. Approval of draft minutes of Regular Meeting and Retreat on April 22, 2004

2. Discussion of LAC sponsorship of a community meeting at Mitchell Park Library about future library services
   ¶ In response to Simpson’s memorandum dated May 25, 2004 recommending that the LAC sponsors a community meeting in south Palo Alto on “Taking Palo Alto’s Library to the Next Level”, Wyman moved that “the Library Advisory Commission will sponsor a community meeting on July 8 at the Mitchell Park Library to meet Simpson, discuss the future of the Library, and seek public’s input.” Hirsh seconded. Motion passed unanimously.

   ¶ Stucky suggested the LAC should hold community meetings annually to solicit fund raising ideas from the public.
3. FY04/05 Budget Update
   Simpson said City’s FY04/05 budget is status quo. Library staffing levels remain the same, with one position still frozen.

   City Council’s adoption of the Budget is scheduled on June 28, as well as the approval of contract for an Integrated Library System and contract for architectural design services for the Children’s Library renovation/expansion.

4. Discussion of LAC’s and Library Director’s priorities, goals and workplan for FY 04/05
   Members of the LAC shared their priorities and considered the commission’s goals and workplan for FY 04/05:
   - Review the LAC’s Palo Alto Library Plan Status Report and Recommendations dated July 28, 2003 and update report as the LAC’s goals and basis for moving forward;

   - Create a sub-committee (Forte, Wyman and Gerard) to come up with a plan of action to embark on a study of a blended approach (combination of cost benefits and social return of investments analysis), develop a matrix that could be applied to Palo Alto’s situation, and help community to understand and persuade the City to increase support for the Library;

   - Work with the Friends of the Palo Alto Library (FOPAL) and Palo Alto Library Foundation (PALF) on fund-raising for Library;

   - LAC-Council Buddy program to keep everyone informed about Library issues;

   - Attend Board Effectiveness Training workshop by the California Association of Library Trustees and Commissioners (CALTAC) 
     Possible dates: August 28, September 11, October 9 - to be determined

   Wyman distributed two of his most recent papers: observations based on 2002-2003 report from the City Auditor; and conclusions on Palo Alto libraries - why they don’t measure up and why the LAC should view this as an urgent priority.

   Simpson said she sees great potential for raising Library’s visibility and involvement in community. She presented a draft of strategic initiatives for Library and requested feedback and suggestions from the LAC.

   Simpson also shared with the LAC a tentative draft of a “Library for All in Palo Alto,” which offers the full range of services and programs most frequently requested by Palo Altans.

   Hirsh and Jones agreed with Simpson on the importance of taking steps for the short term but also expressed the need to articulate the LAC’s long term vision. The LAC will take an active role to craft the vision with the help of FOPAL and PALF.
REPORTS
Commissioner reports and questions
1. Jones relayed Skokowski’s report on PALF’s thank you event for major donors at the Garden Court Hotel on June 7.
2. Stucky and Forte commended College Terrace Library (CT) for its location and excellent staff. Stucky said CT staff is requesting Simpson to look into changing CT open days to Monday through Thursday. Simpson said she will follow up.

Staff Liaison Report:
1. Simpson is receiving an excellent response after sending out approximately 100 outreach letters to various neighborhood associations, service clubs, PTAs and senior citizen groups.
2. A monthly Library customer feedback report is underway, including staff’s responses, which will be posted on the Library’s website and copies provided to the LAC and Council.
3. Library staff participated in the YMCA’s active older adult fair held on May 26 to promote library services.
4. Simpson reminded the LAC of two upcoming tours of the new Santa Clara Public Library (June 2 and June 10). Anyone who is interested to join the tour should contact Simpson.

COMMENTS AND ANNOUNCEMENTS - None

AGENDA FOR MEETING ON July 22, 2004*:
The items suggested for the meeting are:
- Reiteration of LAC priorities and goals from New Library Plan and 7/28/03 Library Plan Status Report
- LAC’s response to Simpson’s strategic initiatives
- LAC -Council Buddy Program

*NOTE: June 24, 2004 Special Meeting cancelled to enable LAC members to join Mayor Bern Beecham and the City Council for an evening barbecue held on same day.

Hirsh moved to adjourn. Wyman seconded.

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