



LIBRARY COMMISSION MINUTES

Regular Meeting

June 9, 2003

6:30 pm

Menlo Park Library

800 Alma St., Menlo Park, CA 94025

CALL TO ORDER – Vice-Chair Wellner de Veer called the meeting to order at 6:42 pm.

ROLL CALL: Traum, Chair (P); Devine (P); McDonough (P); Nanfria (A); Tedrow (P); Wellner de Veer (P)

Staff Present: Holmer, Director of Library Services; several members of the public

A. PUBLIC COMMENTS:

Ms. Aldora Lee said that the library needed to do a better job at communication and she distributed copies of an online newsletter she receives with the suggestion that the library should adopt a similar format as a means of reaching out and communicating with the public about the interesting programs and materials at the library. Mr. Bill Newell spoke of the fine outreach service that the library provides to seniors in the community and recommended its continuation and expansion. He also suggested that the library keep rental fees for the meeting room reasonable and do more publicity about its availability.

B. REPORTS AND ANNOUNCEMENTS

Library – staff is continuing their work planning for budget reductions. Display table in June features materials purchased with money donated to the library.

Friends of the Library-no report

PLS Advisory Board – Holmer will draft a letter for Traum recommending commissioner Tom McDonough has agreed to serve on the PLS Advisory Board. The letter will be sent to the City Council.

C. BUSINESS ITEMS:

1.Minutes of the May 12th meeting were approved as written.

2. Schedule of meetings in summer

With work still to be done on the strategic plan it was agreed that there would be a commission meeting in July and a decision about an August meeting would be made then.

D. INFORMATION ITEMS

1. Projects for the Menlo Park Library

- a. Library Strategic Plan sub-committee –Holmer distributed the summary from the second planning meeting and briefly reviewed the results. Commission members agreed that they would like a full discussion at the next meeting and a determination of the next steps to be taken. Aldora Lee suggested that the results of the strategic plan be shared with the City Council soon. The meeting summary together with an evaluation and thank you letter will be mailed to the members of the community planning group.
- b. Library foundation subcommittee – No report from Nanfria. Tedrow voiced his concern that a foundation is not necessary when there is no capital project being planned. Further discussion ensued about the best vehicle for raising funds. It was agreed that a special meeting for a complete discussion of the foundation issue would be scheduled.

2. Update on budget process for FY 03/04

Holmer reviewed the budget reduction plan and the process for budget adoption by the City Council. City Council members with questions about the budgets of specific city departments will meet with the department head to discuss the reductions. Commission members spoke of the need to inform the public of the planned reductions and the need to get public comment on the topic. There have been mentions in a few of the local papers so the news is reaching the community.

E. Adjournment – the meeting adjourned at 8:45 pm.

Next meeting will take place on Monday July 14, 2003 at 6:30 pm.