



LIBRARY COMMISSION MINUTES

Special Meeting

February 18, 2004

6:30 pm

Menlo Park Library

800 Alma St., Menlo Park, CA 94025

CALL TO ORDER – Chair Wellner de Veer called the meeting to order at 6:37 pm.

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

Staff Present: Holmer, Director of Library Services

A. PUBLIC COMMENT - none

B. BUSINESS ITEMS

1. Establishment of a legal entity to raise funds for the library and Development of timeline

Chair Wellner de Veer opened the meeting with a review of the previous discussions regarding a fund raising entity for the library. Steps to be followed include having a formal conversation with the Friends of the Library to inform them of the needs for fund raising and to get their support. The Friends will also be asked whether or not they would like to have the fund raising be a separate committee within the Friends organization or if they would prefer to see the establishment of a standalone library foundation. The next meeting of the Friends Board of Directors will take place on March 1. Commissioners Wellner de Veer and McDonough will attend the meeting and present the information about the need for a fund raising entity/foundation to the Friends. Wellner de Veer is developing a PowerPoint presentation which she will send to commissioners for comment. Anticipation of a 5-minute presentation, 15 minutes for questions with a total time need of no more than 20 minutes.

It will also be necessary to get the support of the City Council for this effort.

Friedman made a motion to establish a separate fund raising entity to the purpose of raising funds for the benefit of the library. Discussion took place and the motion was amended by Friedman to state “to recommend to the City Council, the establishment of a separate fundraising entity for the purpose of raising funds for the benefit of the library.” Motion was seconded by McDonough and passed.

It will be a goal to spread the word about efforts to establish a fund raising entity and to build an awareness program once the vehicle has been finally determined.

Commission members agreed that having informal conversations with city Council members would be a good way to determine current perceptions about the library, to inform them of the interests of the library and to open the door for closer

communication between the commission and council. Wellner de Veer will try to meet with Mayor Pro tem Winkler, McDonough with Council Member Kinney, and Nanfria with Council Member Collacchi.

E. Adjournment – the meeting adjourned at 7:45 pm.

Next regularly meeting is scheduled to take place on Monday March 8, 2004 at 6:30 pm. Some commission members indicated unavailability for that date. All members will be surveyed before the March meeting date is set.