



LIBRARY COMMISSION MINUTES

Regular Meeting

June 13, 2005

6:30 p.m.

Menlo Park Library

800 Alma Street, Menlo Park, CA 94025

CALL TO ORDER:

Chair McDonough called the meeting to order at approximately 6:30 p.m.

ROLL CALL:

McDonough, Chair (P); Friedman (P); Nanfria (P); Tedrow (A); Traum, (P);
Wellner de Veer (P); Zara (P)

STAFF PRESENT:

Susan Holmer, Director of Library Services

A. PUBLIC COMMENT:

None.

B. INFORMATION ITEMS:

- a. Project Read.
 - o Discussion ensued regarding the effectiveness of Project Read and the Families for Literacy (FFL) program specifically at Belle Haven.
 - o A better understanding of the program effectiveness in informing, recruiting and retaining both students and volunteer tutors is needed.
 - o The possibility of sharing resources for Project Read and FFL with East Palo Alto and Redwood City was discussed. However, any sharing must be done within the bounds allowed by the state and local government rules.
 - o In order to better understand what other neighboring libraries have to offer with respect to literacy programs, Mrs. Holmer will contact the directors of the Redwood City and East Palo Alto libraries.
- b. Discussion of New Library Communication Initiative.
 - o The Friends will fund the purchase of a calendar bulletin board for the library entrance. This bulletin board will be used to highlight events at the library during the current month.
- c. Farewell for retiring commission member Linda Nanfria.
 - o The Commissioners and the Library Director would like thank Ms. Nanfria for eight years of exceptional service. Her resignation is accepted with regret, as her contributions will be missed.
 - o Among her accomplishments during her two terms as Library Commissioner, was to work towards the formation and start-up of the new

Library Foundation. Most recently, Ms. Nanfria served as the foundation's incorporator.

d. Commissioner's Reports.

- Friends:
 - There will be a book sale on Saturday, June 18.
- Library Foundation:
 - The foundation has begun raising funds. They have repaid the loan of \$500 from the Library – these funds were used for the IRS filings.
 - A fundraising drive will be launched in the fall as part of a September presentation to the City Council.
- Meet Your Commissioners:
 - Ms. Nanfria and Ms. Zara will host the June forum at the Menlo Park Farmer's Market on Sunday, June 19.
- Library Statistics:
 - Statistics for the month were distributed and briefly discussed.
 - Ms. Holmer noted that the 2005 statewide library statistics have just been posted on <http://library.ca.gov>.
- Library Commission Vacancy:
 - A notice for the open Library Commission position has been posted.
- Library patio reopening:
 - The patio has been reopened with new signage regarding penalties for theft of Library materials. The patio is also a smoking and cell phone use area.

C. BUSINESS ITEMS:

- a. Minutes – Upon motion duly made, seconded and unanimously adopted, the minutes for the May 9, 2005 meeting were approved.

D. ADJOURNMENT:

The meeting was adjourned at approximately 7:45 p.m.

Next regular meeting is scheduled to take place on Monday, August 8 at the Menlo Park Library; the July Library commission meeting has been cancelled.

Respectfully submitted,
Anna Zara, secretary to the Library Commission