



LIBRARY COMMISSION MINUTES

Regular Meeting
October 10, 2005 6:30 pm
Menlo Park Library – Belle Haven Branch
413 Ivy Drive
Menlo Park, Ca. 94025

CALL TO ORDER:

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

ROLL CALL:

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

STAFF PRESENT:

Susan Holmer, Director of Library Services
Judith Fagerholm, Belle Haven Branch Librarian

A. PUBLIC COMMENTS

None.

B. INFORMATION ITEMS

1. Mrs. Holmer's Circulation/Activity Report
 - A high level summary of library activity was distributed – this is the first such summary generated with the new III Millennium software.
 - Targets for the circulation and collection categories were discussed.
 - Mrs. Holmer also noted that there would be a software upgrade on October 19, 2005.
2. Kepler's – Can the Library be a future venue for Kepler Author events?
 - The potential use of the Library's Community Room for Kepler sponsored author events was discussed.
 - Mrs. Holmer will speak with Dave Johnson regarding the best interface for hosting events of this type both at the Main Library and at Belle Haven Branch.
3. Priority Driven Budget Update
 - Mrs. Holmer reported that approximately 600 surveys were returned so far.
4. Meet your commission alternative locations and changes – 2005-2006.
 - November: Mr. Tedrow & Mrs. Wellner de Veer at the main Library.

- December: Mrs. Friedman and Ms. Zara
- April 2006: Mr. Traum & Mrs. Wellner de Veer.

5. New Mexico Libraries Report (Mrs. Wellner de Veer)

- This item was deferred to the November Commission meeting.

6. Belle Haven – Future Vision

- The impact on the breadth of community service from the branch library's location within and elementary school was discussed.
- The library needs of adults and of older children in the community was discussed. Currently, most adults who used the Belle Haven branch either have children at the school or come in to use the Internet terminals. Children older than elementary school age see the branch as being their elementary school library.
- It was noted that the Redwood City Fair Oaks branch serves a community similar to that in the Belle Haven neighborhood and that library's model is successful in serving the full range of community residents. Ms. Fagerholm thought that Fair Oaks was used more by youth than by adults.
- Questions raised: Who is best positioned to determine the needs of the Belle Haven community with respect to the library? Once determined and defined, how might those needs be met?
- Mrs. Holmer spoke about effort from the City of San Jose libraries to share their experiences in serving the various communities within that city. That staffed effort is call The San Jose Way <http://www.sjlibrary.org/about/sjpl/sjway/>.
- To assist in the assessment of community library needs, Mrs. Holmer will ask Mara Minzer of the Community Service Department or someone from the Redevelopment Agency to attend a future Library Commission meeting.

7. Reports: Commissioners' Reports:

- Friends
 - No report this month.
- Foundation:
 - On October 18, 2005 the Foundation board will go before the City Council to report on their fundraising efforts to date and to ask for matching funds from the city.
 - Beginning to approach potential partners for matching grants.
- PLS Advisory Board
 - No report this month.

C. BUSINESS ITEMS

1. Minutes – Upon motion duly made, seconded and unanimously adopted, the minutes of the September 12, 2005 meeting were approved.

D. ADJOURNMENT

The meeting was adjourned at approximately 8:05 p.m.

Next regular meeting is scheduled to take place on Monday, November 14 at the Menlo Park Library main branch.

Respectfully submitted,
Anna Zara, secretary to the Library Commission