



LIBRARY COMMISSION MINUTES

Regular Meeting
September 10, 2007 6:30 pm
Menlo Park Library
800 Alma Street
Menlo Park, Ca. 94025

CALL TO ORDER:

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

ROLL CALL:

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

STAFF PRESENT:

Susan Holmer, Director of Library Services

A. PUBLIC COMMENTS

None.

B. INFORMATION ITEMS

1. Quarterly communication with City Council.
 - Mr. McDonough shared the second draft of the Commission presentation to the City Council. Discussion on the slides ensued the presentation will be given in October.
2. Library remodeling projects update.
 - Mrs. Holmer reported that there is now a set of full draft plans for the remodel of the Children's area with a cost estimate from the architect. The total projected cost of the remodel is \$300,000. \$100,000 of the remodel cost is part of the library budget with the remainder to be raised by the Library Foundation.
 - Mrs. Holmer also shared a sample of the new wall covering for the Magazine and Media wing. This covering is washable and should wear well.
3. E-Mail list development project.
 - Mr. Goyle and Mrs. Holmer have been working with PLS to get access to the local user email list. Email service providers are being researched.
4. Commissioner Reports:

- Foundation:
 - i. Commissioners are invited to the reception for the unveiling of the Foundation Charter donor wall. The reception will be in the evening on September 27, with RSVPs needed by September 24.
 - ii. The Foundation will have an information table at the Friends book sale.
- Friends:
 - i. The city manager did wave the fee for raising the book sale banner across Santa Cruz Avenue.
 - ii. This year's book sale will include an auction on Sunday, September 16.
- PLS Advisory Board:
 - i. No report this month.

C. BUSINESS ITEMS

1. Commission minutes:
 1. A motion to approve the July, 2007 minutes was duly made, seconded and unanimously approved.
 2. A motion to approved the corrected August, 2007 minutes was duly made, seconded and unanimously approved.
2. Staff communications:
 1. Mrs. Holmer reported that Project Read was featured in an article in the Almanac
http://www.almanacnews.com/story.php?story_id=4754.
 2. Mrs. Holmer reviewed the One Book One Community events that will be held in Menlo Park for the current selection, *Daughter of Fortune* by Isabel Allende. The Friends of the Menlo Park Library have funded the Menlo Park events. A full schedule of events can be found at
<http://www.plsinfo.org/oboc/events.htm>.
 3. Mrs. Holmer distributed copies of the states California Public Library Organization document which describes how libraries work in the state and the different types of public libraries. An on-line version is available at
<http://www.library.ca.gov/lds/docs/CAPubLibOrgRpt.pdf>
 4. Mrs. Holmer reported that she met with City Manager Rojas and Council Member Robinson. One of the topics of discussion with the Library Commission's August resolution asking for a \$5,000 budget extension to fund a temporary librarian for additional story times. The City

Manager agreed to the budget extension and the Children's Librarian is currently hiring the temporary librarian. This will reduce the wait list for this very popular community service.

5. Mrs. Holmer reported that applications for the Library Commission opening are being accepted.

D. ADJOURNMENT

The meeting was adjourned at approximately 8:00 p.m.

Next regular meeting is scheduled to take place on Monday, October 8, 2006 at the Menlo Park Library main branch.

Respectfully submitted,
Anna Zara, Secretary to the Library Commission