



LIBRARY COMMISSION MINUTES

Regular Meeting
November 5, 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 6:35 p.m.

ROLL CALL:

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

STAFF PRESENT:

Susan Holmer, Director of Library Services

A. PUBLIC COMMENTS

None.

B. INFORMATION ITEMS

1. Contract with Ravenswood City School District (RCSD).
 - The new RCSD assistant superintendent of schools, Adam Escoto met to discuss the contract for the Belle Haven Branch library. During their meeting the new principal of Belle Haven School briefly came into the meeting. Mrs. Holmer and Mr. Escoto have also had two subsequent meetings the outcome of which are as follows:
 - i. RCSD will pay \$39,782 to the City of Menlo Park for last year's library services.
 - ii. RCSD's attorney will review the updated contract for library services, the fee for which will not be changed.
 - iii. RCSD had some questions regarding liability which are currently being reviewed by the City' attorney.
 - iv. When all questions are resolved, the contract will go before the RCSD governing board for approval.
 - Once this contract is signed this will be the first time since 2004 that the City of Menlo Park and RCSD have a contract governing this joint use library.
 - The Library Commission will review the contract in

December.

- Mrs. Holmer also learned that RCSD is doing a demographic study for their future student population. We will be looking to see how the overlap in the RCSD study can benefit us both.

2. Project Priorities for the City Council

- Every January the Library Commission Chair receives a letter from the City Council asking for project priorities for the coming year. These are projects, such as the demographic study funded this year, which are normally outside of the scope of the Library's normal operating budget but which will benefit the library.
- A brief discussion ensued regarding this request.

3. Update to library brochure.

- Staff has been working on a new brochure for the library. Mrs. Holmer shared the mock up of the new design.
- All present thought that the mock up was a very nice design.

4. Commissioner Reports:

- Foundation:
 - i. The Foundation board is currently looking for a new board chairperson.
 - ii. There is currently \$93,000 in the Foundation's endowment.
 - iii. The Foundation will be sending their year-end donation request letters out this month.
- Friends:
 - i. The Friends supported the One-Book One-Community events at the main Library. These events included a Chilean wine tasting, a Chilean film screening and a book discussion leader.
- PLS Advisory Board:
 - i. No report this month.
- Mr. McDonough gave a summary of his presentation of the Library Commission quarterly report to the City Council. That council meeting was well attended and the statistical comparison of Menlo Park's library usage and funding to those of similar Bay Area communities was good information to share with all those attending the council meeting.

Council Member Cohen requested a meeting with Commission members to further discuss the information presented.

A discussion ensued regarding a possible future study session

with the City Council to deepen understanding of the impact of budget cuts on the library's ability to fully serve the community.

Commissioners thanked Mr. McDonough for his work in pulling the presentation together and for delivering the message to the City Council.

C. BUSINESS ITEMS

1. Approve minutes of the October meeting.
 1. A motion to approve the corrected October, 2007 minutes was duly made, seconded and unanimously approved.
2. Staff Communications
 1. Mrs. Holmer gave an update on the author events that were held at the library and co-sponsored with Kepler's.

350 parents and children attended the Erin Hunter event on Monday, October 15. The library was in full use while this author event was in progress. Public feedback was very positive – photos from the event will be posted on the Children's library webpage.

The Nancy Farmer event on Friday, October 17 was Attended by approximately 100 parents and children.

It was suggested that library card applications be made available as people come in to future events such as these.

D. ADJOURNMENT

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

Next regular meeting is scheduled to take place on Monday, December 10, 2007 at the Menlo Park Library main branch.

Respectfully submitted,
Anna Zara, Secretary to the Library Commission