



LIBRARY COMMISSION MINUTES

Regular Meeting
March 10, 2008 6:30 pm
Menlo Park Library
800 Alma Street
Menlo Park, Ca. 94025

CALL TO ORDER:

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

ROLL CALL:

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

STAFF PRESENT:

Susan Holmer, Director of Library Services

A. PUBLIC COMMENTS

None.

B. INFORMATION ITEMS

1. Request from the Library Foundation to budget funds from the Library Endowment Fund for the children's area renovation project, 2nd discussion.
 - The Commission clarified that the funds already exist in the Library Endowment Fund and that these funds were part of the original plan for project.
 - The Commission expressed interest in hearing more from the Library Foundation about their fundraising plans. Ms. Zara will invite the board to attend an upcoming Commission meeting.
 - The Commission expressed appreciation for the work the Library Foundation has done so far to raise project funds.
2. Project Priorities request from the library to the City Council.
 - Mrs. Holmer distributed copies of the final version of the Library Commission's Project Priorities Request, which the City Council will vote on April 1.
 - The Commission discussed the possibility of teen services at Belle Haven as a future Project Priority after the Belle Haven demographic study is complete.

3. Plan for updating the FY2004-07 library strategic plan.
 - The Commission had a preliminary discussion of some measurable goals for the new library strategic plan.
 - Mrs. Holmer described the library's customer satisfaction survey (currently under way), which will feed into the new strategic plan. Mrs. Holmer will provide the customer satisfaction survey results to the Commission when the survey is completed.
 - Further discussion of the strategic plan will take place in April. Mrs. Holmer will bring the Commission her thoughts on future program goals.
4. Planning for the next quarter report to the City Council.
 - Ms. Zara volunteered to give the next report to the council.
 - The Commission will present an update to the City Council on the library's recent success with offering programs through public-private partnerships.
5. Commissioner Reports.
 - Foundation:
 - i. No report this month.
 - Friends:
 - i. No report this month.
 - PLS Advisory Board:
 - i. No report this month

C. BUSINESS ITEMS

1. Approve minutes of the January and February meetings.
 1. A motion to approve the January 2008 minutes was duly made, seconded and unanimously approved.
 2. A motion to approve the February 2008 minutes was duly made, seconded and unanimously approved.
2. Summer meetings schedule for the library commission.
 1. The commission decided to cancel its July 2008 meeting, due to commissioner schedules. June and August meetings will take place at their regularly scheduled times.
3. Staff Communications
 1. No report this month.

D. ADJOURNMENT

The meeting was adjourned at approximately 8:45 p.m.

Next regular meeting is scheduled to take place on Monday, April 14, 2008 at the Menlo Park Library main branch.

Respectfully submitted,
Alaina Sloo, Secretary to the Library Commission