



LIBRARY COMMISSION MINUTES

Regular Meeting
September 8, 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 6:35 p.m.

ROLL CALL:

Zara, Chair (P), Goyle (P), McDonough (P), Sloo (P), Soto (P), Tedrow (P), Traum (A),

STAFF PRESENT:

Susan Holmer, Director of Library Services

A. PUBLIC COMMENTS

There were no public comments.

B. INFORMATION ITEMS

1. Introduction of new library commissioner
 - New commissioner Lucia Soto was introduced.
2. Priorities for Library Commission FY 08-09 –update
 - a. Belle Haven demographic study

Mrs. Holmer distributed the schedule for the demographic study, which will be presented to the City Council. The schedule has been extended to accommodate a wider search for demographers. According to the new schedule, the study should begin in November.
 - b. “Green” collection for library

Mrs. Holmer informed the commission that the library has begun ordering materials for the collection and is evaluating designs for the Web-based portion of the project.
 - c. Library website redesign

Mrs. Holmer informed the commission that the library is in the process of identifying Web design firms who could do the project.
3. Subcommittee Updates
 - a. Quarterly report to City Council – review of draft – Zara/McDonough
 - Ms. Zara walked through an electronic version of a draft

slide presentation highlighting recent Library accomplishments and continuing the Bay Area library services comparisons begun in the last Commission update to the City Council.

- Discussion ensued regarding the presentation contents and flow. The slides will be updated and revisited at the next Commission meeting.

4. Agreement with Ravenswood City School District

- Mrs. Holmer informed the commission that the library is still awaiting payment from the Ravenswood School District for last year's Belle Haven library operations. There is again the possibility that the school district will not be able to supply any funding for the library next year, so the commission discussed possible options for keeping the library open in this event.

5. Commissioner Reports

a. Foundation:

- In October, the Foundation will be holding three events to raise the remaining funds for the children's room renovation. The events are: popular authors Doreen Cronin and Betsy Lewin on October 4, Singer Nancy Cassidy on October 12, and Fire Chief Harold Schapelhouman on October 18.

b. Friends:

- The annual fall book sale is scheduled for the weekend of September 13. There will be 32,000 books on the tables and 120 volunteers, including Project Read students, high school students, and many others.

c. PLS Advisory Board:

- No report this month. PLS has not met.

C. BUSINESS ITEMS

1. Election of vice-chair to complete 2008 term.

- Mr. McDonough was appointed to the position of vice-chair of the commission.

2. Designation of the liaison to the Library Foundation.

- The commission decided to make a rotating position, in order to build closer ties between the foundation and the commission. Ms. Sloo will occupy the position beginning this month.

3. Approve the minutes of the June and August Commission meetings.

- a. A motion to approve the minutes of the June meeting as

- corrected was duly made, seconded and unanimously approved.
 - b. A motion to approve the minutes of the August meeting as corrected was duly made, seconded and unanimously approved.
- 4. Staff Communications
 - a. The Library Foundation and its work was featured in the September-October issue of Gentry magazine.
 - b. The library's Summer Reading program was very successful this year and attracted more participants than ever before. Approximately 700 children participated.
 - c. The youth department will be holding a Teen Night After Hours event for children in grades 6-12 on Friday, October 24.

D. ADJOURNMENT

The meeting was adjourned at approximately 8:55 p.m.

Next regular meeting is scheduled to take place on Monday, October 13, 2008 at the Menlo Park Library main branch.

Respectfully submitted,
Alaina Sloo, Secretary to the Library Commission