



## LIBRARY COMMISSION MINUTES

Regular Meeting  
October 12, 2009 6:30 pm  
Menlo Park Library  
800 Alma Street  
Menlo Park, Ca. 94025

### **CALL TO ORDER:**

Chair McDonough called the meeting to order at approximately 6:35p.m.

### **ROLL CALL:**

McDonough, Chair (P), Hamilton (A), Sloo (P), Soto (A), Vasudeva (A), Wangberg (P), Zara (P)

### **STAFF PRESENT:**

Susan Holmer, Director of Library Services

### **OTHERS PRESENT:**

Betty Meissner, Project Read Advisory Board

### **A. PUBLIC COMMENTS**

Mrs. Meissner shared that Project Read is a recipient of a Menlo Park Chamber of Commerce Golden Acorn Award in the Non-Profit Organization category.  
([http://www.almanacnews.com/story.php?story\\_id=8572](http://www.almanacnews.com/story.php?story_id=8572))

Mrs. Meissner also shared that this year a group of Project Read adult learners will be making a presentation at the California Library Association annual conference in Pasadena. The Project Read Advisory Board was able to get the conference fees waived for the adult learners and was also able to receive a grant from the state library to cover transportation and lodging for the adult learners. The title of their presentation is "Adult Literacy Learners Reaching Out into the Community".  
(<http://www.cla-net.org/events/confexhibition.php>)

### **B. INFORMATION ITEMS**

#### **1. Introduction of new Library Commission members**

- Mr. McDonough shared that the three Library Commission vacancies have been filled. Our new Library Commissioners are Amy Hamilton, Amita Vasudeva and Michelle Wangberg. Ms. Hamilton and Ms. Vasudeva have yet to be sworn in by the City Clerk, and they are not in attendance this evening.
- Ms. Wangberg had been sworn in prior to the October Commission meeting and was in attendance. Ms. Wangberg gave a brief introduction of herself. She is a three year resident of Menlo Park, prior to moving to Menlo Park she was a long time resident of Atherton. Ms. Wangberg is also currently a Project Read volunteer. She works with a veteran at the Menlo Park Veteran's Hospital who has suffered traumatic brain injuries and needs to re-learn reading skills.

## 2. Pacific Library Partnership – Organization Overview

- Mrs. Holmer distributed a handout with the chronology of the formation of the Pacific Library Partnership (PLP - <http://plpinfo.org/>) she also described the formation of PLP and its impact to PLS libraries.
- The Peninsula Library System (PLS – <http://plsinfo.org/>) is one of fifteen cooperative library systems in the state. PLS was formed in 1971 to allow libraries to share resources – e.g., catalogs, on-line databases, electronic books, and patron library cards. All libraries in San Mateo County including those of the county's community colleges are members. PLS is a strong administrative organization with its own building and computer resources. Because of its strengths, over the years, PLS has been contracted to provide administrative services for other Bay Area library systems -- BALIS (San Francisco, Alameda & Contra Costa counties), MOBAC (Monterey, Santa Cruz and San Benito counties) and SVLS (Santa Clara County) -- all used PLS for their administrative needs. Because PLS had already been managing several library systems, the State Librarian asked that the organization become a "fishbowl" to create a roadmap for other library systems in the state to efficiently share resources.
- In July of 2009, the libraries of PLS, BALIS, MOBAC, and SVLS created PLP as an umbrella organization consisting of the previous joint power authority (JPA) organizations. The State Library funded a consultant to assist in the creation of this new organization.
- The formation of PLP has also spread the effects of PLS' entrepreneurial arm. Linda Crowe, the Executive Director of PLP, has been instrumental in seeking grants for trials of new program such as Big Box Programming (<http://plsinfo.org/recommend/bigbox/>) that allows libraries to share information about programs like the Barbara Kingsolver event that will be held in Menlo Park in November.
- With the creation of PLP, the PLS Advisory Board was dissolved. (The PLS Advisory Board consisted on one appointed representative from each city with a library in the system – members served in four-year terms.) The PLP board of directors consists of two Directors of Library Services from each member system, each director serves a two-year term and directors are chosen in rotation from within their systems. There is also a Citizen Advisory member to the PLP board; currently these are Advisory Board members whose terms have yet to expire.
- PLS will see no cost savings from the formation of PLP as the savings by member libraries were realized when consolidation of services occurred previously.
- During this discussion the topic of Califa (<http://www.califa.org/>) and its Open Source Consortium was mentioned. Mrs. Holmer will describe this organization at a future Commission meeting.

## 3. Commissioner Reports

- Menlo Park Library Foundation – Mrs. Sloo
  - The Foundation is \$11,000 short of its \$500,000 fundraising goal for the renovation of the main library's children's section. However,

since the cost for the renovation has decreased there will be approximately \$200,000 available for the start of the Foundation's endowment fund.

- There will be a Foundation donor appreciation wine and cheese reception in the main library in January of 2010 followed by a general open house for the renovated children's section.
- The Foundation sponsored event at the main Library with Professor Carol Dweck of Stanford was well attended.
- The Foundation is currently looking for three new board members. Bill Critzer will step down from his role as board president and will become an adjunct member of the Foundation's finance committee.
- The next Foundation board meeting will be in December 2009.
- Project Read – Mr. McDonough
  - The Project Read fundraiser in September ("Taste Desserts! for Literacy") was a larger event this year than last. Approximately \$7,000 was raised. City Council members Boyle and Robinson attended.
- New City Gym Project – Mr. McDonough
  - Mr. McDonough attended a Parks and Recreation Commission meeting where a sub-committee was formed to focus on traffic and parking concerns during the construction. The purpose of the sub-committee is to report to the City Council and the community.
- Friends of the Menlo Park Library – Mrs. Holmer
  - The September book fair was well attended.
  - It was noted that a new liaison from the Library Commission to the Friends is needed given that Mr. Tedrow has completed his service to the Library Commission. The Friends meet on the first Monday of each month at 1:00 in the downstairs meeting room of the Main Library.

#### 4. Staff Communications

- Summer Reading Program.
  - Mrs. Holmer reported on the summer reading program at the Belle Haven Branch (the report on the summer reading program at the main library was made previously). There were seven programs at the Belle Haven Branch this summer with a total attendance of 1,210. Five of these programs were funded by the Friends, one program was funded by San Mateo County and one program was a 10<sup>th</sup> birthday party for the branch that was funded by the staff.
  - 265 children signed up for the Summer Reading Program through the Belle Haven branch, 210 of whom completed the program.
- Main Library Renovation news
  - The project for the renovation has been awarded. The Foundation has given their contribution to this project to the City. It is hoped that construction will begin in mid-December.
  - The creation of the Young Adult section will be done as part of the Children's section remodel.
  - Work on the modifications to the Circulation desk may start after the work on the Children's section is complete. The goal of these modifications is to increase the number of self-service terminals.

- Belle Haven Demographic study (2007-2008 project priority)
  - There is currently no update on this study. Mrs. Holmer will call the demographers and report to the Commission in November.
- Discussions with Ravenswood City School District (RCSD)
  - There have been no updates on this issue since the last meeting between Glen Rojas and RCSD administrators. However, Judy Fagerholm has been asked to come up with a revised schedule of hours that will make the library more accessible to members of the community who do not attend Belle Haven Elementary.
- It was noted by Mr. McDonough that Mrs. Holmer is still acting as head of the Community Services department. Glen Rojas has called for a meeting with the Library and Park & Rec. Commission chairs regarding the executive positions of the Library and Community Services departments.

### **C. BUSINESS ITEMS**

1. Future pursuit of additional funding sources for library
  - Mr. McDonough will coordinate a special meeting where the sole topic will be revenue.
2. Commission Communications with City Council
  - Possible topics were discussed. It was noted that the Council had expressed interest in knowing library usage statistics and gate counts when the last Commission update to the Council was made.
  - Including a request to restore funding for the library website update was also discussed. It was felt that a better more useful website would help library patrons deal with the parking and traffic flow changes brought about by the construction of the new gym.
  - Mr. McDonough will draft a presentation for discussion at the November Commission meeting. The goal is to present the update to the City Council at a November or December Council meeting.
3. Formation of sub-committee to advise on library traffic and parking
  - This is a joint venture with the Parks & Rec. and Planning Commissions.
  - Mr. McDonough and Ms. Zara volunteered for this job. A motion was made to form this sub-committee. The motion was seconded and unanimously approved.
4. Previous Library Commission Project Priorities.
  - Most likely there will not be Commission generated project priorities as part of the next budget cycle. Instead the budget will work from the current capital projects list.
5. Approve minutes – September regular meeting
  - The September regular meetings minutes were approved as corrected.

### **D. ADJOURNMENT**

The meeting was adjourned at approximately 8:40 p.m.

Next regular meeting is scheduled to take place on Monday, November 9, 2009 at the Menlo Park Library main branch.

Respectfully submitted,  
Anna Zara, Secretary to the Library Commission