



Library Commission
REGULAR MEETING MINUTES
Monday, October 11, 2010 at 6:30 p.m.
800 Alma Street, Menlo Park, CA 94025
Menlo Park Library

CALL TO ORDER at approximately 6:35 p.m.

ROLL CALL – Chair Zara (P), Hamilton (P), McDonough (P), Sloo (P), Soto (arr.7:40; P), Vasudeva (P), Wangberg (P)

STAFF PRESENT: Susan Holmer, Director of Library Services

OTHERS PRESENT: Linda Field, Friends of the Menlo Park Library
Nate Faygenholtz, MP Patch – News website

A. PUBLIC COMMENT #1 (Limited to 30 minutes)

None

B. REGULAR BUSINESS

1. Approve minutes of June and September meetings
 - a. MSP approval of June Minutes,
 - b. Corrections for September, then MSP approval of corrected September Minutes
2. Develop Library Commission Mission Statement
 - a. Commissioners also asked about the visibility for the Commission mission statement – Zara to send email to Starla Jerome-Robinson and Margaret Roberts. Subcommittee worked on a draft which the Commission reviewed and made some changes.
MSP - the mission statement was accepted – however, need to confirm official name of the Project Read Advisory Board – Project Read Advisory Board or Project Read Menlo Park Foundation.
3. Development of Library Commission Work Plan
 - a. Looked at Library Commission priorities – see Library Commission Priority List Draft. Zara changed priorities listed to follow Council Goal Deliverables 2010 Update (e.g. 2. Future focused planning, added Library Commission outreach priority for Meet Your Commissioner events). Suggestion was made to use social networking forums for public outreach.
4. Plan next Meet Your Library Commissioner Event
 - a. Meet Your Commissioner subcommittee has not met recently. Discussion ensued on how best to gauge the impact to library patron parking after the new gym opens. It was decided that we'll be taking public feedback regarding their parking experiences. Holmer suggested that we have parking maps handy to better illustrate

the location of available parking. Subcommittee will put together a script and decide where to stand (in front of library or near parking lot). Library Commissioners will contact Sloo with times they are available to do this. MSP – to take periodic polls of library patron parking experiences..

b. McDonough to contact Parks and Recreation Commission Parking Subcommittee to ask them if they want to meet to plan ahead for the opening of the gym to monitor the parking situation, and arrange a face to face meeting.

5. Develop materials for next Library Commission update to City Council
Defer
6. Agree to automatic enrollment of Library Commissioners to City agenda/minutes e-mail alert lists
 - a. Holmer will validate she is able to put someone on this list. If so, then the Library Commission will vote on this next time.

C. REPORTS AND ANNOUNCEMENTS

1. Commissioner reports
 - a. McDonough attended event on Library Technology and your Community in Palo Alto. 60-70 people were there. He learned Palo Alto (not part of PLS) and Contra Costa are not using RFID due to the expense. Palo Alto is doing lots of things regarding technology – see their website: <http://www.cityofpaloalto.org/depts/lib/default.asp>.
 - b. Sloo reported on the Meet Your Commissioner event at the Book Fair – not very informative. More people interested in their book buying vs. speaking with Commissioners.
 - c. Zara was invited to give the Demographer's presentation at the Park and Recreation Commission meeting on Oct. 20th

D. INFORMATION ITEMS

1. Belle Haven Branch Library update
 - a. Judy Fagerholm provided a written report (2 pages). Hours shifted to more after school and weekend hours from just school day hours. Summer Reading Program (held at Onetta Harris Community Center) was a huge success. Library attendance down overall due to classrooms no longer having scheduled visits – the school has removed weekly classroom visits to the library in favor of having more classroom time. It was suggested that we assess whether the new hours are working. Holmer suggests we wait to do this until the changes have been in place for six months.
2. Staff Communications
 - a. Two special programs this week - First 5 California to do a program on children's health on Wed. (October 13th), and on Tues. (October 12th) there will be a special performer – Author Tony diTerlizzi. There was an event titled Girl Power with attendance of approx. 250 people in September. Teen Night is this Friday (October 15th).

E. PUBLIC COMMENT #2 (*This item is optional*)

- a. Linda Field, Secretary to the Friends of the Menlo Park Library reported that the Friends do not yet have the final figure for the Book Fair. However, it is felt that the Book Fair was successful.

b. Nate Faygenholtz of Menlo Park Patch asked how could the general public reach the Library Commission. Zara explained that Commissioner contact information is on our website - all media requests need to go via the Chair.

ADJOURNMENT at approximately 8:25 p.m.

Respectfully submitted,
Amy Hamilton, Secretary to the Library Commission