



Library Commission
REGULAR MEETING Minutes
Monday April 11, 2011 at 6:30 p.m.
800 Alma Street, Menlo Park, CA 94025
Menlo Park Library

CALL TO ORDER at approximately 6:30 p.m.

ROLL CALL – Sloo Chair (P), Hamilton (P), McDonough (P), Soto (A), Vasudeva (P), Wangberg (P), Zara (P) arrived 6:35

STAFF PRESENT: Susan Holmer, Director of Library Services

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

None

B. REGULAR BUSINESS

1. Approve minutes of March meeting
Motion approved with one abstention (Vasudeva).
2. Budget process for FY 2011-12 - commission comments to City Council
 - a. Per Holmer, tomorrow is the second study session regarding the budget (the other study session was in January). City Council would like to see a balanced budget. For the meeting Holmer provided a list of reductions that have been made and reductions that could be made together with their impacts. Holmer will include a list of opportunities also. Not recommended by Library staff is a reduction of hours. Holmer is not sure if the library will continue next year to have the extra closed days to save \$10k. The Budget will be presented on May 24th at the City Council public hearing. Then, the budget will be presented for approval on June 14th.
 - b. In FY 10-11 Holmer asked the Friends of the Menlo Park library for funds to support programs.
 - c. Sloo suggests we show a Menlo Park Library ROI to the City Council. After the study session, we could put together a memorandum to the City Council. Zara suggested inviting the Friends of the Menlo Park Library and Foundations to the meeting as well.
- MSP** to hold a special meeting within one to 10 days of the budget meeting tomorrow to write a communication to the City Council regarding the 2011-2012 budget
3. Brainstorm potential for revenue-generating activities at the library
Discussed a number of possible fund raisers that have been observed at other libraries, e.g. McDonough suggested charging for Teen Night, Wangberg suggested a consignment store and a home tour fundraiser. Holmer suggested fundraising is best done by the Menlo Park Library Foundation.
4. Parking Lot 6 findings and follow-up with Transportation Division
 - a. Reviewed the draft memorandum by Zara to the Community Services Department (will be changed to the Transportation Division, with a cc to the Community Services Department and the Menlo Park City Council). Sloo suggested we split it into 2 parts –

survey of the parking spots and survey of the library patrons. Zara is concerned with the flow through the lot during congested times and the lack of adequate signage for alternate parking. Zara will update the memorandum and send it to Sloo.

b. Zara's comment - When the gym is congested, something needs to happen to discourage people from parking in the red, etc. We need signage.

c. There is remediation for improving the intersection of Alma and Ravenswood per Holmer per the EIR. The Menlo Park Library Commission desires an update on this issue.

5. Library service in Belle Haven neighborhood - next steps
Tabled

6. Library electronic services and presence
eBook Petting Zoo – The Pacific Library Partnership received a grant from the State library and purchased 5 different eBook readers for the staff to use – for staff training purposes. They will be circulated for 3 weeks at each library. The Menlo Park Library is on the list to receive them. Sloo asked if the Library Commission could participate in the eBook Petting Zoo with the staff of the Menlo Park Library and Holmer affirmed the possibility.

b. Sloo pointed out that one of the three goals for the Library Commission this year is to suggest ways to improve electronic services and presence.

c. The Internet Archive is digitizing books sent to them in San Francisco for the Open Library project. .

7. REPORTS AND ANNOUNCEMENTS

Tabled

a. Commissioner reports

b. Outreach sub-committee report

8. INFORMATION ITEMS

a. Staff Communications

a. The RFID conversion project is included in the Capital Improvement Program for FY 11-12.

b. Teen Advisory group participation has reduced since there are no teen nights for them to help plan.

9. PUBLIC COMMENT #2

None

10. ADJOURNMENT at approximately 8:50 p.m.