



Library Commission REGULAR MEETING Minutes - DRAFT

**Monday May 9, 2011 at 6:30 p.m.
800 Alma Street, Menlo Park, CA 94025
Menlo Park Library**

CALL TO ORDER at approximately 6:40 p.m.

ROLL CALL – Sloo Chair (P), Hamilton (P), McDonough (P), Soto (A), Vasudeva (P), Wangberg (P),

STAFF PRESENT: Susan Holmer, Director of Library Services

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

None

B. REGULAR BUSINESS

MSP to move items 3., 5., and 6. to the beginning of the meeting.

MSP to Defer items 2., 8., and 9.

1. Library Commission memo to City Council regarding library budget.
 - a. Budget subcommittee did not meet. Worked on memo tonight. Goal to try to get memo in position to be able to submit it.
 - b. MSP to approve the budget memo with corrections to be sent to the City Council before the May 24th City Council Meeting.
2. Exploration of opportunities for library volunteering by local employers.

Defer
3. Discussion of changes in Commission Policies and Procedures and Roles and Responsibilities.
 - a. Discussed changes. Press contact for commissions is now staff liaison. As a commission, we don't agree with the policy due to the potential conflict of interest. We believe the Commission Chair, after discussion with the Commission, should be able to speak with the press.
 - b. MSP – to send the above in a memo to the City Clerk and Asst. City Manager with cc to City Council.
4. Parking Lot 6 findings and follow-up with Transportation Division.
 - a. Parking lot issue stalled until budget memo is sent out. Will work on in June.
5. Cancellation of a library commission meeting during the summer.
 - a. MSP to cancel the July, 2011 meeting.
6. Appointment of Commission Chair, Vice Chair, Secretary and Committee liaisons.
 - a. Motion passed to extend current Chair, Vice Chair, and Secretary positions until May, 2012, Vasudeva abstained.

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7. Approve minutes of March Special meeting and April Regular and Special meetings.

- a. MSP to approve Minutes of March Special meeting. April Regular and Special meeting minutes are deferred.

8. Library service in Belle Haven neighborhood – next steps.
Defer

9. Library electronic services and presence – next steps.
Defer

C. REPORTS AND ANNOUNCEMENTS

1. Commissioner reports
Defer
2. Outreach sub-committee report
Defer

D. INFORMATION ITEMS

1. Staff Communications
 - a. Per Holmer, only 2 applicants for the Library Commissioner positions.

E. PUBLIC COMMENT #2

None

F. ADJOURNMENT at approximately 8:45 p.m.

Respectfully Submitted,
Amy Hamilton, Secretary to the Library Commission