



Library Commission MEETING MINUTES

**Monday March 11, 2013 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 – Cebrian – Chair (P), Figueras (P), Hamilton (P – arrived at 6:45 p.m.), Rich (P), Sharma (P), Sloo (P), Vasudeva (A)

STAFF PRESENT: Susan Holmer, Director of Library Services

OTHERS PRESENT: Kirsten Keith, City Council Liaison to the Library Commission

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

None

B. REGULAR BUSINESS

1. Approve minutes of February Special meeting
MSP to approve minutes as drafted.
2. Analysis of E-Reading for Everyone! Event
Discussed successful event and a possible next event targeting potential authors. Asked Holmer to see gate count numbers for the day of the EReading event and the number of eBook downloads.
3. Prepare for National Library Week 2013
Proclamation on April 2nd at the City Council Meeting at 7:00 p.m. for National Library Week the following week. Library Commissioners will plan to attend.
4. Prepare for next quarterly report to City Council
May is the next quarterly report. EReading event is one talking point. Other points to discuss include Espresso machine coming to publish books and need to revamp MP Library website as the PLS website will potentially disappear in 1 year.
MSP for Sharma to draft quarterly report and Figueras to present to City Council.

C. REPORTS AND ANNOUNCEMENTS

1. Friends report
Discussed ways to get volunteers, Amazon sales doing well.
2. Foundation report

Focused on next fundraising event around the centennial in 2016.

3. Literacy Partners report
Hamilton will contact organization.
4. Individual Commissioners reports
None

D. INFORMATION ITEMS

1. Staff Communications
Automated Materials Handling machine will be here on about March 25th and should be up and running by April 1st, 2013. A request for new furniture for the MP Main library will be put into the CIP for the future.

PUBLIC COMMENT #2

None

ADJOURNMENT at approximately 8:05 p.m.

Respectfully Submitted,
Amy Hamilton, Secretary to the Library Commission