



LIBRARY COMMISSION AGENDA

**Regular Meeting
Monday, June 9, 2014 at 6:30 pm
Menlo Park Library
800 Alma Street, Menlo Park, CA 94025**

CALL TO ORDER

ROLL CALL – Cebrian, Ehrlich, Repple, Sloo

A. PUBLIC COMMENT (Limited to 30 minutes)

Under “Public Comment,” the public may address the advisory body on any subject not listed on the agenda within the jurisdiction of the Commission. Each speaker may address the Commission once under Public Comment for a limit of three minutes. Please clearly state your name and address or political jurisdiction in which you live. The Commission cannot act on items not listed on the agenda and, therefore, the Commission cannot respond to non-agenda issues brought up under Public Comment other than to provide general information. The public may address the Commission regarding items listed on the agenda during the consideration of each item.

B. REGULAR BUSINESS

- B1.** Accept the minutes of the March 10, 2014, meeting. ([Attachment](#))
- B2.** Accept the minutes of the April 14, 2014, meeting. ([Attachment](#))
- B3.** Review of the 2-Year Commission Work Plan.
- B4.** Library Focus Groups – begin planning process and suggest potential topics

C. REPORTS AND ANNOUNCEMENTS

- C1.** Report from the Friends of the Library liaison.
- C2.** Report from the Library Foundation liaison.
- C3.** Reports from individual Commissioners.
- C4.** Reports from Library staff.

D. INFORMATION ITEMS – None

E. ADJOURNMENT

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At every Regular Meeting of the Commission, in addition to the Public Comment period where the public shall have the right to address the Commission on any matters of public interest not listed on the agenda, members of the public have the right to directly address the Commission on any item listed on the agenda at a time designated by the Chair, either before or during the Commission’s consideration of the item.

At every Special Meeting of the Commission, members of the public have the right to directly address the Commission on any item listed on the agenda at a time designated by the Chair, either before or during consideration of the item.

Any writing that is distributed to a majority of the Commission by any person in connection with an agenda item is a public record (subject to any exemption under the Public Records Act) and is available for inspection at the Menlo Park Library, 800 Alma Street, Menlo Park, CA 94025 during regular business hours.

Persons with disabilities, who require auxiliary aids or services in attending or participating in Commission meetings, may call the City Clerk’s Office at (650) 330-6620.



Library Commission REGULAR MEETING MINUTES DRAFT

**Monday March 10, 2014 at 6:30 p.m.
800 Alma Street, Menlo Park, CA 94025
Menlo Park Library**

CALL TO ORDER at 7:05 p.m.

ROLL CALL – Cebrian – Chair (P), Hamilton (P), Sharma (P), Sloo (A), Vasudeva (P)

STAFF PRESENT: Susan Holmer, Director of Library Services

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

None

B. REGULAR BUSINESS

1. Approve minutes of the January meeting.
MSP to approve the January Meeting Minutes as amended.
2. Continue to draft next 2 year work plan based upon City Council's Goals Reviewed Cebrian's current draft of two year work plan.
MSP to approve 2 year work plan.
3. Review comments regarding draft CIP
Commission reiterated desire to have landscaping redone due to public nuisance and safety issue – people using it as shelter and personal restroom.
4. Discuss timing of report from MP Historical Association
Inviting MP Historical Association to provide Library Commission with report at April meeting for 15 minutes.

C. REPORTS AND ANNOUNCEMENTS

1. Friends report
2. Foundation report
3. Individual Commissioners reports

D. INFORMATION ITEMS

1. Staff Communications
Holmer provided information regarding Public Library Broadband Initiative. Holmer also communicated that the Library Foundation in addition to space needs study in the CIP for next year, asked what they can do for the Library. The result is that the Foundation will pay for staff to support Teen night once/month, and will also fund quick pick collection of DVDs/books

that will not be in the catalogue but only in the Library - can't put these on hold.

PUBLIC COMMENT #2

None

ADJOURNMENT at approximately 8:00 p.m.

Respectfully Submitted,
Amy Hamilton, Secretary to the Library Commission



Library Commission
DRAFT MEETING MINUTES
Monday April 14, 2014 at 6:30 p.m.
800 Alma Street, Menlo Park, CA 94025
Menlo Park Library

CALL TO ORDER at 6:50 p.m.

ROLL CALL – Cebrian – Chair (P), Hamilton (P), Sharma (P), Sloo (P), Vasudeva (A)

STAFF PRESENT: Susan Holmer, Director of Library Services

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

None

B. REGULAR BUSINESS

1. Approve minutes of the March meeting.
Defer, as no quorum from March in attendance.
2. Library Focus Groups – begin planning
Discussed planning. Holmer to research questions from Strategic Plan. Library Commissioners will read article - <http://www.pbs.org/newshour/rundown/study-finds-public-libraries-vital-part-american-culture/>.
3. Report to City Council at the April 29, 2014 council meeting
Update about our 2 year plan.
MSP to have to have Cebrian discuss the two year plan and Library Commission status update per 4. below.
4. Library Commissioner Terms of Office – 6 vacancies at end of April
Terms of 2 more people expire in April. So, unless enough candidates apply (12 candidates are currently required to fill 6 vacancies), we will only have 1 Library Commissioner. Four are needed to have a quorum.

C. REPORTS AND ANNOUNCEMENTS

1. Friends report
No report.
2. Foundation report
No report.
3. Individual Commissioners reports
No report.

D. INFORMATION ITEMS**1. Staff Communications**

New appointee who will probably be confirmed as State Librarian is a Sacramento political reporter. Budget done for upcoming year in new format - descriptive vs. results based budget. Requested more money for staff and technology for upcoming year. PLS to vote in June to no longer have fees for Holds (.75 per hold).

PUBLIC COMMENT #2

None

ADJOURNMENT at approximately 8:00 p.m.

Respectfully Submitted,
Amy Hamilton, Secretary to the Library Commission