



LIBRARY COMMISSION AGENDA

**Regular Meeting
Monday, October 13, 2014 at 6:30 PM
Menlo Park Library
800 Alma Street, Menlo Park, CA 94025**

CALL TO ORDER

ROLL CALL – Bramlett, Cebrian, Ehrlich, McDonough, 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.** Presentation by Callander Associates of the proposed exterior library landscape renovation project
- B2.** Library Focus Groups – continue planning process and suggest potential topics
- B3.** Appointments to commission chair and vice chair positions
- B4.** Appointment of liaison to the Friends of the Library
- B5.** Determine topic for commission quarterly report to the City Council (scheduled for 10/28/14)
- B6.** Accept the meeting minutes for September 8, 2014 ([Attachment](#))

C. REPORTS AND ANNOUNCEMENTS

- C1.** Report from liaison to Friends
- C2.** Report from liaison to Foundation

C3. Individual commissioner reports

C4. Reports from library staff

D. INFORMATION ITEMS – None

E. ADJOURNMENT

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LIBRARY COMMISSION MINUTES

Regular Meeting
Monday, September 08, 2014 at 6:30 PM
Menlo Park Library
800 Alma Street, Menlo Park, CA 94025

The meeting was called to order by Acting Chair Sloo at **6:34 p.m.**

ROLL CALL:

Present: Bramlett, Ehrlich, McDonough, Repple, Sloo
Absent: Cebrian
Staff: Susan Holmer

A. PUBLIC COMMENT (Limited to 30 minutes) - None

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B. REGULAR BUSINESS

B1. Accept the minutes of June 9, 2014

ACTION: Approved

B2. Two Year Work Plan Review

ACTION: Commissioners briefly reviewed the contents of the commission 2014/15 work plan

B3. Library Focus Groups

ACTION: Commissioners reviewed the contents the library use surveys from PEW and OCLC and discussed possible formats for focus groups. All agreed to come back to the October meeting with concrete ideas for potential focus groups questions. Will establish a sub-committee to work on the focus groups in November and target spring 2015 for the 1st focus group.

C. REPORTS AND ANNOUNCEMENTS

C1. Report from the Friends of the Library Liaison
No report.

C2. Report from the Library Foundation liaison.
No report.

C3. Reports from individual commissioners.
None

C4. Reports from Library staff
Holmer reviewed the progress of the Organization and Administrative Library Review.
Commissioners asked for short presentations from each library service area.

D. INFORMATION ITEMS - None

E. ADJOURNMENT – 08:13 P.M.

Prepared by: Susan Holmer

Minutes accepted at the meeting of Monday, October 13, 2014.