

APPROVED

MINUTES

Library Advisory Commission (LAC)

November 18, 2010

Council Chambers

250 Hamilton Avenue

7:00 p.m.

Commissioners Present: Leonardo Hochberg, Mark Hoose, Vibhu Mittal,
Bob Moss, Theivanai Palaniappan

Commissioners Absent: Tolulope Akinola, Valerie Stinger

Staff Present: Ned Himmel, Cornelia van Aken, Evelyn Cheng

Council Liaison: Nancy Shepherd

CALL TO ORDER – Hochberg called the meeting to order at 7:10 p.m.

ORAL COMMUNICATIONS

Jeff Levinsky, 1682 Hamilton Ave., spoke about his concerns for Main Library's adult collection.

AGENDA CHANGES, REQUESTS, DELETIONS – None

BUSINESS

1. Welcome new Commissioner, Mark Hoose

- Hochberg welcomed Hoose to the LAC. Hoose and Akinola are the two new Commissioners appointed by Council on October 18, 2010.
- Hoose expressed his appreciation to City Council for the opportunity to serve in the Commission.

2. Approval of draft minutes of Regular Meeting on October 28, 2010.

- Without corrections, Mittal moved to approve minutes of Regular Meeting on October 28, 2010. Moss seconded. Minutes were approved unanimously.

3. Relocation of Guy Miller Archives of the Palo Alto Historical Association

- Steve Staiger, Historian, presented the possibility of moving the Guy Miller Archives, maintained by the Palo Alto Historical Association (PAHA), from the Main Library (when the library closes for renovation) to the future Palo

Alto History Museum in the renovated Roth Building in downtown Palo Alto, at the LAC meeting in October. Staiger returned to the LAC with responses to questions raised at the last meeting.

- Staiger said PAHA Board has made the decision to support moving the historical collection to the Roth Building, with the provision that the City continues to pay for the services provided by PAHA.
- Members of the LAC asked questions and provided feedback/comments about the possible relocation.
- Himmel said staff had no objection to moving the collection but there may be legal issues to be worked out. Staff will have the City Attorney's Office review the information.
- **MOTION:** Moss moved, seconded by Hoose.
"The LAC recommends relocating appropriate portions of the historical collection to the Roth Building when Main Library closes and have the City, Palo Alto Historical Association and History Museum evaluate within 12 months after Main Library reopens."

Motion passed, 5-0.

4. Options for a Temporary Main Library

- Jonathan Hartman of Group 4 Architecture provided background on consideration for a temporary Main Library to service residents in north Palo Alto during the construction at Main.
- Hartman said staff considered a variety of locations such as parks, private building rentals and public facilities, and presented the most feasible options, with estimated cost range and collection size.
- Hartman added that depending on the location chosen, there are two program options with opportunities for adjustment: Program A - diversity of services at low level; Program B – fuller services for the public.

Option 1 Art Center auditorium: \$350,000-500,000; 10,000 items

Option 2 Modular building at the Lucie Stern Center: \$500,000-700,000; 10,000 items

Option 3 Leased East Bayshore Road office space (Program A)
\$350,000-500,000; 10,000 items

Option 4 Leased East Bayshore Road office space (Program B)
\$850,000-1,000,000; 50,000 items

Option 5 Existing temporary library at the Cubberley Community Center: \$1,000-10,000; 45,000 volumes

Option 6 No temporary Main Library facility

- Discussion followed, with members of the LAC asking questions and for clarification on the options for a temporary library and service impacts for customers residing in the Main Library neighborhood.
- Himmel said the options were discussed at the Community Meeting held on November 16 and a straw poll showed majority of those commenting favored having a temporary Main Library, and having it in the Art Center Auditorium (Option 1).
- Himmel added that staff also recommends Option 1 because the Art Center is immediately adjacent to Main Library and the Auditorium can benefit from upgrades when the library moves out later.
- The LAC did not make formal recommendations, but individual Commissioners indicated a preference for locating the temporary library at the Art Center Auditorium (Option 1), and not having a Temporary Library (Option 6) would be acceptable.
- On December 6, the City Council will discuss a staff report (CMR435:10) on the design of the Main Library improvements and staff recommendation to temporarily relocate the Main Library to the Art Center Auditorium (Option 1) during construction of the library.

4. Report on LINK+

- van Aken provided a background and report on the Library's 2-year pilot project with the LINK+ resource sharing library consortium. The Board of the Friends of the Palo Alto Library (FOPAL) committed \$110,000 to partner with the City in funding the cost of the pilot project in 2008. The project will conclude March 2011 and the Library's subscription will become due for renewal.
- van Aken said staff would like to get the LAC's recommendation regarding this service.
- Members of the LAC asked questions about LINK+, including the type and frequency of materials requested.
- Van Aken stated that based on a cost/benefit analysis and positive feedback from LINK+ users, the Library would recommend that the service be renewed for another two years, provided that funding/support is available.
- Himmel said the traditional interlibrary loan (ILL) service continues to show low usage and staff will be coming to the LAC with a recommendation to discontinue/drop this service at a later time.

- Staff anticipates moving the LINK+ operation to the new Mitchell Park Library once it opens, due to a larger staff work area and presence of technical services staff. Main Library would be closed then for remodel.
- **MOTION:** Mittal moved, seconded by Moss.
 “The LAC approves the Library’s proposal to renew its membership with LINK+, subject to the terms laid out in the report and assuming that the costs stay the same, and the Friends of the Palo Alto will support it through June 2013.”

Amendment: Palaniappan moved, seconded by Hochberg.
 “with the LAC recommendation that the Library compile some of the statistics on the growing user base and materials being requested, and increased marketing.”

Motion as Amended passed, 5-0

- Staff will compile the requested LINK+ information and report back to the LAC.
5. Follow up discussion on November 8, 2010 Joint Meeting with City Council
- The Commissioners agreed that the November 8 joint meeting with City Council went well and appreciated the opportunity to discuss library concerns/issues, answer questions and gather suggestions.
 - Hochberg said he will follow up on Council member Yeh’s suggestion to have the LAC online survey translated into Chinese and get more responses.

LIBRARY DIRECTOR’S REPORT

1. Himmel agreed that it was a good idea for the LAC to have a joint meeting with City Council.
2. College Terrace re-opened to the public on November 9, 2010.
3. The Main Library Community Meeting held on November 16 had a small group but went well.
4. Bobbi Peckham, recruiter for the library director position, conducted interviews with library stakeholders on November 18. Position will be advertised soon.
5. Budget process for FY2012 will begin soon, the first year of a two year budget.
6. The Library’s phone renewal line is no longer available. Items can be renewed via library website and at any library branch.

7. Meetings on Library building projects continue: the recent ones include plans for signage, environmental aspects of building.

OTHER REPORTS

Commissioner reports and questions:

Commissioners reported on other meetings/events that they attended in November:

- November 17 Community Meeting – Moss
- Palo Alto Library Foundation Board Meeting – Palaniappan
- Recruiter for Library Director position - Hochberg

Council Liaison Report: None

COMMENTS AND ANNOUNCEMENTS

The LAC agreed to cancel the December meeting unless there is a need to respond to Council action.

AGENDA for meeting on January 27, 2011:

The items suggested for the meeting are:

- Online Survey Results
- Welcome New Council Liaison to the LAC (tentative)
- Update on Library Building Projects
- Analysis on Inter-Library Loan Service at Libraries
- Planning for LAC Retreat and Priorities for 2011
- Update on Technology Plan (tentative)

Palaniappan moved to adjourn.

THE MEETING WAS ADJOURNED AT 9:55 p.m.