

APPROVED

MINUTES

Library Advisory Commission (LAC)

January 26, 2006

Council Conference Room

250 Hamilton Avenue

7:00 p.m.

Commissioners Present: Sanford Forte, Genevieve Gerard, Sandra Hirsh (Chair),
Lenore Jones, Paula Skokowski, Valerie Stinger,

Commissioners Absent: John Stucky

Staff Present: Paula Simpson, Evelyn Cheng

CALL TO ORDER – Chair Hirsh called the meeting to order at 7:00 p.m.

ORAL COMMUNICATIONS –

Bob Moss, Treasurer of the Friends of the Palo Alto Library (FOPAL), presented a check for \$7,000 representing donor contributions from FOPAL's Library Lovers' Fund for the purchase of new library books.

AGENDA CHANGES, REQUESTS, DELETIONS – None

LIBRARY DIRECTOR'S REPORT - None, other than those covered in Agenda items.

BUSINESS

1. Approval of draft minutes of Special Meeting on December 15, 2005.

With corrections, Jones moved to approve minutes of Special Meeting on December 15, 2005. Forte seconded. Minutes were approved.

2. Library Service Model Analysis and Recommendations (LSMAR)

A. Review of LSMAR report elements

- Simpson said staff is making steady progress on assigned sections of the report.
- Members of the LAC reviewed the list of elements for the report and made revisions. Simpson will update the outline and bring back to the LAC.

B. Progress report on community survey

- Simpson reported that the survey has been completed and that topline survey results will be presented to the LAC and the public on February 9,

7:00 p.m. in Council Chambers. Raw data, without conclusions or interpretations, will be included in the LAC Agenda packet.

- Discussion followed as to when the topline results will be made available to the LAC and the public. Skokowski questioned whether releasing data prior to the complete presentation might have it be subject to misinterpretation.
- MOTION: Forte, seconded by Jones, that the LAC go forward with releasing the topline results of the survey as part of the agenda packet for the February 9 meeting.

INCORPORATED INTO MOTION WITH THE CONSENT OF THE MAKER AND SECONDER that the motion be amended to provide a brief background to the survey and set context for looking at top line results.

Motion passed as amended, 5-1 with Skokowski opposing.

C. Update on town meetings to be sponsored by PAGE

- The public is invited to share their thoughts and ideas about the future of the Palo Alto City Library at the first of two community meetings sponsored by Palo Altans for Government Effectiveness (PAGE) and the City of Palo Alto on Thursday, February 2, at 7 pm at the Garden Court Hotel at 520 Cowper Street in Palo Alto.
- Stinger suggested inviting representatives from the Teen Advisory Board.
- Feedback from this meeting will be provided to the Library Advisory Commission.
- The second town hall meeting will be held after the survey results are released and before the development of the LAC recommendations, on March 2, starting at 7:00 p.m. at the Garden Court Hotel.

D. Approval of proposed timeline

- Simpson thanked Stinger for work on proposed timeline and suggested programming extra LAC meetings through June 2006.
- Members of the LAC agreed that dates will depend on work and progress of the different LAC sub-committees but agreed that they are comfortable with scheduling more meetings to complete their report by June 2006.
- Discussion followed, with the LAC making revisions and additions to the proposed timeline.

- Skokowski asked about the importance of the LAC's participation in the Police Building Blue Ribbon Task Force; Forte said it would be beneficial for the LAC to stay in touch with their work since the project could involve a bond measure.
- Simpson will produce a reiteration of the proposed timeline.

E. Update on analysis of existing service model

- Simpson said staff has been collecting background information, with the help of a Library volunteer pulling Palo Alto demographic data.
- Jones reported that she and Stinger have interviewed a number of Library Directors in nearby counties (Mountain View, Redwood City, Menlo Park, Santa Clara County, City of Santa Clara). All the directors shared their passion for libraries and what things they are doing at their library. The collection of information is extremely helpful.
- Jones added that the directors have high regard of Simpson and her work in Palo Alto.
- Stinger added that they will meet with Palo Alto City Library staff to find out what they need to do their jobs better.
- Jones and Stinger are also considering a panel discussion of local librarians to talk about what they have done at their libraries and trends they see, and to take advantage of their expertise. Council members could be invited to attend.
- Members of the LAC agreed to pursue this event with the sponsorship of the Palo Alto Library Foundation (PALF).
- Simpson suggested developing a LAC page in the Library's website to include a calendar of LAC meetings, summary of process and timeline for the report, and provide link for the public to e-mail comments to the LAC and Library Director.

3. Other project updates

Children's Library project

- On February 13, the Children's Library project will be presented to Council for approval.
- Concerns raised by Palo Alto Stanford Heritage (PAST) have been resolved.
- Simpson confirmed that close to 60% of the Children's collection has been distributed among Main, Mitchell Park and Downtown libraries.

Programs are underway and well attended. Simpson commended Maya Spector, Children's librarian, who handled the first storytime in Downtown Library.

Space reconfiguration at Main Library and Downtown Branch

- Simpson said there is no appreciable progress to report -- architect has not completed the design work and ADA issues are still pending.

REPORTS

Commissioner reports and questions:

1. Hirsh reported that the January 25 Greenmeadow Neighborhood meeting had a great turnout, with Simpson as guest speaker.
2. Hirsh asked if Simpson had information about the appointment of this year's Council Liaison to the LAC; Simpson said no announcement has been made as of that night.
3. Members of the LAC agreed to invite Council members to the February 9 special meeting.

COMMENTS AND ANNOUNCEMENTS - None

AGENDA for February 23 Special Meeting:

The items suggested for the meeting are:

- Election of LAC Chair and Vice Chair
- Library Service Model Analysis and Recommendations (LSMAR)
 - A. Debriefing on survey results
 - B. Debriefing on February 2 PAGE town hall meeting
 - C. Review of LSMAR report elements
 - D. Review of proposed timeline and schedule
 - E. Update on analysis of existing service model
- Other project updates
 - A. Children's Library project
 - successful award of contract for project
 - B. Space reconfiguration at Main Library and Downtown Branch

Jones moved to adjourn.

THE MEETING WAS ADJOURNED AT 8:30 p.m.