

APPROVED

MINUTES

Library Advisory Commission (LAC)

October 28, 2004

Council Conference Room

250 Hamilton Avenue

7:00 p.m.

Commissioners Present: Sanford Forte, Genevieve Gerard, Sandra Hirsh, Lenore Jones (Chair), John Stucky, Tom Wyman
Commissioners Absent: Paula Skokowski
Staff Present: Paula Simpson, Evelyn Cheng
Council Liaison: Hillary Freeman
Youth Council Reps: Siddhartha Oza

CALL TO ORDER – Chair Jones called the meeting to order at 7:05 p.m.

ORAL COMMUNICATIONS – None

AGENDA CHANGES, REQUESTS, DELETIONS –

Simpson said she will discuss the emergency closures of the two smaller branch libraries (Downtown Library and College Terrace Library) under the Library Director's Report.

BUSINESS

1. Approval of draft minutes of Special Meeting on September 30, 2004.
 - ☞ Without corrections, Wyman moved to approve minutes of Special Meeting on September 30, 2004. Forte seconded. Minutes were approved, with Hirsh abstaining.
2. Discussion of Library Director's Report to Council in November 2004
 - ☞ Simpson gave a presentation of the key points in her Library Status Report scheduled to be presented to Council at the November 8 Study Session, 7:00 to 8:00 p.m. She emphasized that it is a work in progress and encouraged the LAC to provide comments, suggestions and feedback.
 - ☞ Freeman suggested providing costs associated with the options presented so Council can identify funding source in the City's budget.
 - ☞ The LAC expressed their opinions regarding the options in Simpson's report and offered recommendations for strengthening her points.
 - ☞ Jones encouraged the LAC to plan to attend the November 8 Study Session and show support for Simpson and Library.
 - ☞ Oza said he will remind the Youth Council to encourage volunteering at libraries.

3. Discussion of LAC's response to referral from City Council re restoration of Saturday hours at Downtown Library

€# Jones recognized Gretchen Emmons from the audience. Emmons spoke about how rewarding it is to volunteer at the Library.

€# Jones presented Skokowski's 10/28/04 email with comments to Jones' 10/18/04 revised draft of LAC's response to Council; Wyman presented a draft of his suggested letter of response as well. Discussion followed as to the tone of response the LAC will take to Council.

€# Hirsh made Motion to "move that the LAC send the letter to Council based on the draft letter of Jones, incorporating feedback from Skokowski and Wyman's paragraph relating to closures and to be finalized for inclusion in the November 22 City Council packet." Amended to "include flushing out paragraph about appreciation for the additional \$35,000."

Stucky seconded. Hirsh and Stucky gave explanations to their motion. Motion passed, 4-2, but Forte changed his "aye" to "nay" later to bring Motion to a 3-3 vote.

€# Simpson offered to rewrite draft incorporating the LAC's input as well as Council's feedback from the November 8th Study Session, if any, and present draft for approval at the LAC November meeting.

€# Jones recognized Bob Moss from the audience. Moss spoke about identifying additional funding in the City's budget.

4. Update on "Valuing Palo Alto Library Services Project" – Forte, Gerard, Wyman

€# This item will be discussed at the next LAC meeting. Subcommittee of Forte, Gerard, Wyman will present draft of project proposal for LAC to submit to Stanford's Business School's Alumni Consulting Team (ACT) for consideration.

5. Discussion of Friends of Palo Alto Library's proposed policy regarding donations to Library

€# Jones recognized Jeff Levinsky, President of the Friends of the Palo Alto Library (FOPAL). Levinsky explained FOPAL's purpose for drafting document "Guidelines for Library Grants" and asked for the LAC's feedback.

€# The LAC commended FOPAL for the good work and well-developed draft.

6. LAC Liaison to Friends of the Palo Alto Library

€# Jones said Gerard suggested having a LAC representative attend FOPAL meetings in order to facilitate communication between the two groups.

€# Wyman moved that "Gerard will be LAC's Liaison to FOPAL, and back up is Forte." Hirsh seconded. Motion passed unanimously, 6-0, 1 absent.

REPORTS

Commissioner reports and questions: None

Staff Liaison Report:

1. Amendment agreement between the City, the Palo Alto Library Foundation, and FOPAL for additional design services for a 610 sq. ft. south addition to the Children's Library was pulled from the Consent Calendar at the October 25 Council meeting and will be re-agendized on November 8.
2. The Library explored every option to avoid impacting customers due to recent staff emergencies at the small branch libraries, resulting in temporary closures of one additional day at College Terrace and Downtown Libraries. Thursday hours at Downtown Library will be restored effective November 18.

COMMENTS AND ANNOUNCEMENTS

Freeman commented on the commission's frustration regarding the length of time to do things in Palo Alto.

AGENDA for meeting on November 18, 2004

The items suggested for the meeting are:

- €# Discussion of Children's Library project with presentation of draft schematic designs - Public Works Department
- €# Debriefing from November 8 Study Session
- €# Review of LAC's response to referral from City Council re restoration of Saturday hours at Downtown Library
- €# Update on "Valuing Palo Alto Library Services Project" – Forte, Gerard, Wyman

Wyman moved to adjourn. Hirsh seconded.

THE MEETING WAS ADJOURNED AT 10:05 p.m.