



LIBRARY COMMISSION MEETING AGENDA

6:30 PM - Thursday, August 03, 2023

Los Alto Community Center - Apricot Room

Please Note: The Library Commission will meet in person as well as via Telephone/Video Conference

<https://losaltosca.gov.zoom.us/j/88688578966?pwd=Mm5RbVE3bmEwS1R6MCthV1RoN1FhQT09>

Phone: 669-444-9171, Meeting ID: 886 8857 8966, Passcode: 828016

TO PARTICIPATE IN-PERSON: Members of the public may participate in person by being present at the Los Altos Community Center Apricot Room located at 97 Hillview Ave, Los Altos, CA.

TO PARTICIPATE VIA VIDEO: Follow the link above. Members of the public will need to have a working microphone on their device. To request to speak, please use the "Raise hand" feature located at the bottom of the screen.

TO PARTICIPATE VIA TELEPHONE: Members of the public may also participate via telephone by calling the number listed above. To request to speak, press *9 on your telephone.

TO SUBMIT WRITTEN COMMENTS: Prior to the meeting, comments on matters listed on the agenda may be emailed to LCpubliccomment@losaltosca.gov. Emails sent to this email address are sent to/received immediately by the Commission. Please include a subject line in the following format:

PUBLIC COMMENT AGENDA ITEM ## - MEETING DATE

Correspondence submitted in hard copy/paper must be received by 2:00 PM on the day of the meeting to ensure distribution prior to the meeting. Correspondence received prior to the meeting will be included in the public record. Please follow this link for more information on submitting written comments: <https://www.losaltosca.gov/cityclerk/page/public-comments>.

Public testimony will be taken at the direction of the Chair, and members of the public may only comment during times allotted for public comments.

ESTABLISH QUORUM

PLEDGE OF ALLEGIANCE**PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA**

Members of the audience may bring to the Commission's attention any item that is not on the agenda. Please complete a "Request to Speak" form and submit it to the Staff Liaison. Speakers are generally given two or three minutes, at the discretion of the Chair. Please be advised that, by law, the Commission is unable to discuss or take action on issues presented during the Public Comment Period. According to State Law (also known as "the Brown Act") items must first be noticed on the agenda before any discussion or action.

ITEMS FOR CONSIDERATION/ACTION

1. **Minutes:** Approve minutes of the regular meeting of July 6, 2023
2. **Futures Recommendation for NCLA:** Discuss Futures Subcommittee recommendation for NCLA
3. **Commission Handbook:** Discuss changes to the Commission Handbook approved by City Council
4. **Library Usage Presentation:** Discuss Services Subcommittee analysis of Library usage data
5. **Main Library Patio Project Advisory Group:** Discuss appointment of a Library Commissioner to patio project advisory group

COMMUNITY PARTNER UPDATES

6. **Los Altos Library Endowment (LALE) Update:** Receive updates from LALE representative
7. **Friends of the Library Update:** Receive updates from Friends of the Library representative
8. **North County Library Authority (NCLA) Update:** Receive updates from NCLA representative

COMMISSION/SUBCOMMITTEE/STAFF ORAL REPORTS AND REQUESTS FOR FUTURE AGENDA ITEMS

9. **Santa Clara County Library District Presentations:** Receive information and updates from County Staff
10. **Main Library Staff Report:** Receive information and updates from Main Library Staff
11. **City Staff Update:** Receive updates from City Staff
12. **Subcommittee Reports:**
 - A. Awareness (*Carter, Wheeler*)
 - B. Infrastructure (*Carter, Gee, Wheeler*)
 - C. Futures (*Bedard, Crane, Gee*)

D. Services (*Bedard, Crane, Fawcett*)

13. Requests for Future Agenda Items

ADJOURNMENT

SPECIAL NOTICES TO PUBLIC

In compliance with the Americans with Disabilities Act and California Law, it is the policy of the City of Los Altos to offer its programs, services and meetings in a manner that is readily accessible to everyone, including individuals with disabilities. If you are a person with a disability and require information or materials in an appropriate alternative format; or if you require any other accommodation, please contact department staff. Advance notification within this guideline will enable the City to make reasonable arrangements to ensure accessibility. The City ADA Coordinator can be reached at (650) 947-2607 or by email: ada@losaltosca.gov.

Agendas, Staff Reports and some associated documents for Library Commission items may be viewed on the Internet at <https://www.losaltosca.gov/librarycommission>.

If you wish to provide written materials, please provide the Commission Staff Liaison with **10 copies** of any document that you would like to submit to the Commissioners in order for it to become part of the public record. For other questions regarding the meeting proceedings, please contact the City Clerk at (650) 947-2720.