



## **LIBRARY COMMISSION REGULAR MEETING AGENDA**

**6:30 PM - Thursday, January 04, 2024**

***Los Altos Community Center Sequoia Room***

**PARTICIPATION:** Members of the public may participate by being present at the Los Altos Community Center Sequoia Room located at 97 Hillview Avenue, Los Altos, CA during the meeting. Public comment is accepted in person at the physical meeting location, or via email to [LCpubliccomment@losaltosca.gov](mailto:LCpubliccomment@losaltosca.gov).

**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.**

**REMOTE MEETING OBSERVATION:** Members of the public may view the meeting via the link below, but will not be permitted to provide public comment via Zoom. Public comment will be taken in-person, and members of the public may provide written public comment by following the instructions below.

**Meeting ID: 892 9629 3307 | Passcode: 701243**

**<https://losaltosca.gov.zoom.us/j/89296293307?pwd=zO52WVUFRJVMY6H5VOVUBXq9anBZU.1>**

**SUBMIT WRITTEN COMMENTS:** Prior to the meeting, comments on matters listed on the agenda may be emailed to [LCpubliccomment@losaltosca.gov](mailto:LCpubliccomment@losaltosca.gov). Emails sent to this email address are sent to/received immediately by the Commission.

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>.

### **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 October 5, 2023
2. **Potential Improvements to Library Ad-Hoc Subcommittee:** Discuss and approve the presentation and associated recommendations from the Potential Improvements to Library Subcommittee that will be presented to City Council.
3. **Library Commission Work Plan:** Discuss and approve the 2024 Library Commission Work Plan that will be presented to City Council at a Joint Session with City Council and Commissions on February 27, 2024.
4. **Library Parking Update:** Discuss the current library parking layout and provide direction for proposed parking improvements.

#### COMMUNITY PARTNER UPDATES

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

#### INFORMATIONAL ITEMS

#### STAFF REPORTS

8. **County District Staff Update:** Receive information and updates from County Staff
9. **Main Library Staff Update:** Receive information and updates from Main Library Staff
10. **City Staff Update:** Receive information and updates from City Staff

#### AD-HOC COMMITTEE REPORTS

#### LIAISON REPORTS

11. Receive update on the Library Patio Task Force and provide direction as needed.

#### REQUESTS FOR FUTURE AGENDA ITEMS

12. **Requests for Future Agenda Items:**

Night at the Library event

Library Commission Web Presence

Commission Picture in Libraries

#### 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](mailto: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.