



## **LIBRARY COMMISSION MEETING AGENDA**

**6:30 PM - Thursday, August 01, 2024**

***Los Altos Community Center Apricot Room***

**PARTICIPATION:** Members of the public may participate by being present at the Los Altos Community Center Apricot Room located at 97 Hillview Avenue Los Altos, CA 94022 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).

**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.

**Telephone: 1-669-444-9171 | Zoom Webinar ID: 892 2041 4554 | Passcode: 528702**

**<https://losaltosca-gov.zoom.us/j/89220414554?pwd=jzm2IbZv5eelY5VcL9jholwr2OdYV4.1>**

**SUBMIT WRITTEN COMMENTS:** Verbal comments can be made in-person at the public hearing or submitted in writing prior to the meeting. Written comments can be mailed or delivered in person to the City Clerk's Office or emailed to [LCpubliccomment@losaltosca.gov](mailto:LCpubliccomment@losaltosca.gov).

Correspondence must be received by 2 PM on the day of the meeting to ensure distribution prior to the meeting. Comments provided after 2 PM will be distributed the following day and included with public comment in the packet.

**CALL MEETING TO ORDER**

**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.

1. Written Public Comments

**CONSENT CALENDAR**

2. Minutes: Approve minutes of the regular meeting of May 2, 2024

**ITEMS FOR CONSIDERATION**

3. Discuss Night at the Library Event
4. Discuss Commission Visibility

**INFORMATIONAL ITEMS ONLY**

5. Receive disbursement letter from Los Altos Library Endowment

**STAFF REPORTS**

6. Update on Requests for Proposals for Design Services for Los Altos Main Library Improvements
7. Receive report from Santa Clara County Library District
8. Receive report from Main Library Staff

**COMMISSIONER REPORTS****POTENTIAL 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](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.