



City of Saratoga Library Commission

Retreat Agenda

DATE: February 24, 2009

TIME: 10:00 a.m. – 1:00 p.m.

LOCATION: Saratoga Library
Community Room
13650 Saratoga Avenue
Saratoga, CA 95070

1. **Call to Order**
2. **Roll Call:** Chiou, Lemmon, Khan, McBane Mulford, Nilan
3. **Report on Posting of the Agenda:** Pursuant to Government Code Section 54954.2, the agenda for this meeting was properly posted on February 19, 2009
4. **Accept Agenda Items and Order:** No additional items may be added pursuant to Government Code Section 54954.2.
5. **Oral & Written Communication:** Any member of the public may address the Commission about any matter not on the agenda for this meeting for up to three minutes. *Commissioners may not comment on the matter, but may choose to place the topic on a future agenda.*
6. **Introduction and Agenda Review**
Commissioners will review the content of the agenda and intended purpose of the work session, as well as develop goals and expectations for the outcome.
7. **Commission and Santa Clara County Library Goals**
 - A. **Santa Clara County Library Strategic Plan Overview**
Commissioners will review the Strategic Plan Executive Summary and identify opportunities to assist the Library in achieving its goals for 2008-2013.
 - B. **Library Commission Goals**
Commissioners will revisit 2007-2008 Commission Goals for alignment to the County's Strategic Plan and emerging issues within the Saratoga Community.
8. **2009/2010 Work Plan**
 - A. **Process Mapping Activity**
 1. **Annual Events and Activities**
 2. **Specific Opportunities and Strategies to Achieve Goals**
 - B. **Commission and Staff Collaborations**

- 1. Working Relationships and Expectations**
- 2. Meeting Procedures Review**

9. Adjournment

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact the City Clerk's Office at 408.868.1269 or ctclerk@saratoga.ca.us. Requests must be made as early as possible and at least one full business day before the start of the meeting.

Library Commission Agenda Note:

In accordance with the Ralph M. Brown Act, copies of the staff reports and other materials provided to the Library Commission by City staff in connection with this agenda are available at the office of the City Manager at 13777 Fruitvale Avenue, Saratoga, California 95070. Any materials distributed by staff after the posting of the agenda are made available for public review at the office of the City Manager at the time they are distributed to the Library Commission.

Certificate of Posting of Agenda:

I, Crystal Morrow, Administrative Analyst for the City of Saratoga, declare that the foregoing agenda for the meeting of the Library Commission of the City of Saratoga was posted on February 19, 2009, at the office of the City of Saratoga, 13777 Fruitvale Ave., Saratoga CA 95070 and was available for public review at that location. The agenda is also available on the City's website at <http://www.saratoga.ca.us/boards-commissions/library/index.html>.