



# City of Saratoga Library Commission

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## **AGENDA**

**DATE:** August 22, 2012

**TIME:** 4:00 p.m.

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

### **Call to Order**

### **Roll Call**

**Report on Posting of the Agenda:** Pursuant to Government Code Section 54954.2, the agenda for this meeting was properly posted on August 16, 2012.

**Accept Agenda Items & Order:** No additional items may be added to this agenda pursuant to Government Code Section 59454.2.

**Oral & Written Communications:** 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.*

**Approval of Minutes:** Draft minutes for the June 27, 2012 meeting.

### **Old Business**

#### 1. Facility Update

Issue: The Library Commission made recommendations to the City Council in June 2011 on library improvement projects totaling approximately \$290K as part of the Library General Obligations Bond funds. Receive final status report on Library Improvement projects.

Action: Accept report.

#### 2. Library Commission Work Plan

Issue: The Library Commission will have a joint meeting with the City Council on November 7, 2012 and the Commissioners should develop a work plan as part of the agenda to inform the Council of its upcoming activities and projects.

Action: Review work plans of other Library Commissions in Santa Clara County, discuss ideas and create work plan.

### 3. Emerging Trends

Issue: Continue ongoing discussion on emerging trends.

Action: Discuss trends.

### 4. Upcoming Events

Issue: Continue ongoing discussion on upcoming events.

Action: Discuss events.

## **New Business**

### 5. Chair and Vice Chair Election

Issue: Each year during the August meeting, the Library Commission elects a new Chair and Vice Chair.

Action: Conduct election.

### 6. Maintenance Services

Issue: There has been recent concern expressed about trash near the main entrance of the Library.

Action: Discuss issue and explore solution.

## **Reports**

7. Nancy Howe, Acting Santa Clara County Librarian

8. Gayathri Kanth, Community Librarian

9. Teri Creamer, Friends of the Saratoga Libraries

10. Sharon Andres, Library Commission Chair

## **Agenda Items for the Next Meeting**

### **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](mailto: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, Mainini Cabute, Administrative Analyst II 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 August 16, 2012 at the office of the City of Saratoga, 13777 Fruitvale Avenue, Saratoga, CA 95070 and was available for public review at that location. The agenda is also available on the City's website at [www.saratoga.ca.us](http://www.saratoga.ca.us).