



City of Saratoga Library Commission

AGENDA

DATE: October 24, 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 October 19, 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 August 22, 2012 meeting.

Old Business

1. 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: Receive update from Library Commission Sub Committee on Work Plan.

2. Emerging Trends

Issue: Continue ongoing discussion on emerging trends.

Action: Discuss trends.

3. Upcoming Events

Issue: Continue ongoing discussion on upcoming events.

Action: Discuss events.

New Business

4. Schedule December 2012 Library Commission Meeting

Issue: The December meeting for the Library Commission has not been scheduled. The Library Commission meets on the 4th Wednesday of even months (February, April, June, August, October, December). The Commission often reschedules its June and December meetings due to school vacation and holiday season scheduling. In past years, the Library Commission has held its June and December meetings earlier in the month.

Action: Schedule December meeting.

5. Library Commissioner Term Limits

Issue: The Library Commission has five positions with different terms. The Commissioners have requested to receive information on the terms of the five positions. Staff has provided a report on Commission terms and expiration.

Action: Review and accept report.

Reports

6. Nancy Howe, Acting Santa Clara County Librarian
7. Gayathri Kanth, Community Librarian
8. Terrie Creamer, Friends of the Saratoga Libraries
9. Sharon Andres, Library Commission Chair
10. Mainini Cabute, City of Saratoga Liaison

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. 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 October 19, 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.