



City of Saratoga Library Commission

MINUTES

DATE: December 12, 2012

TIME: 4:00 p.m.

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

Call to Order

Roll Call

Present: Sharon Andres, Linda Baxter, Susan Calderon, Steve Schlosser, Jill Whitcomb

Staff Present: Derek Wolfgram- County Library
Gayathri Kanth- Community Librarian
Mainini Cabute- City Liaison

Community Attendees: Terrie Creamer- Friends of the Saratoga Library

Report on Posting of the Agenda: Pursuant to Government Code Section 54954.2, the agenda for this meeting was properly posted on December 6, 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 October 24, 2012 meeting.

- WHITCOMB MOTIONED TO APPROVE
- ANDRES MOTIONED TO SECOND
- COMMISSIONERS APPROVED

Old Business

1. Library Commission Work Plan

Issue: The Library Commission had a joint meeting with the City Council on November 7, 2012 and the Commissioners presented their work plan to the Council. The Commission

should review and discuss the work plan and equally assign and distribute the different projects to commissioners.

Action: Prioritize and assign projects from Work Plan and develop timelines.

- WHITCOMB STATED THAT THE SARATOGA SCHOOL ON OAK STREET IS INTERESTED IN COORDINATING A PROGRAM THAT INCREASES THE LIBRARY MEMBERSHIP OF STUDENTS.
- ANDRES STATED THAT THERE IS A LOT OF MISUNDERSTANDING ABOUT WHAT THE LIBRARY DOES.
- SCHLOSSER SUGGESTED THAT THE LIBRARY CONSIDER A FUTURE PROJECT EVALUATING THE CURRENT INFRASTRUCTURE TO MAKE SURE THAT THERE IS ENOUGH BANDWIDTH IN THE LIBRARY SYSTEM, ESPECIALLY AS E-BOOKS ARE GROWING TREMENDOUSLY.
- BAXTER STATED THAT BOOK KEEPING OF MEMBERSHIP WILL BE READY IN JANUARY AND WILL BE MEASURED IN JUNE 2013.
- BAXTER MOTIONED TO APPROVE WORK PLAN.
- CALDERON MOVED TO SECOND THE MOTION.
- ALL COMMISSIONERS APPROVED THE WORK PLAN.

2. Emerging Trends

Issue: Continue ongoing discussion on emerging trends.

Action: Discuss trends.

-NO DISCUSSION

3. Upcoming Events

Issue: Continue ongoing discussion on upcoming events.

Action: Discuss events.

- KANTH ANNOUNCED THE CALIFORNIA PUBLIC LIBRARY WORKSHOP- GUERRILLA ADVOCAY- IT'S A JUNGLE OUT THERE- MARCH 16TH AT 9:00 A.M. AT THE MAIN SAN MATEO- 55 West 3rd AVENUE IN SAN MATEO.

New Business

4. New Commissioner Introductions

Issue: On October 3, 2012, Steven Schlosser was sworn in to serve a four year term on the Library Commission that ends on October 2016. On December 4, 2012, Susan Calderon was sworn in to serve a partial term, filling the remainder of an unexpired term that ends in October 2014.

Action: Welcome new commissioners.

- SCHLOSSER AND CALDERON BRIEFLY INTRODUCED THEMSELVES.

Reports

5. Nancy Howe, Acting Santa Clara County Librarian
 - WOLFGAM PROVIDED REPORT ABOUT DEPUTY LIBRARIAN POSITIONS AND BRIEFLY MENTIONED A CUSTOMER SERVICE SURVEY THE LIBRARY CONDUCTED. THE LIBRARY WILL REVIEW THE DATA AND SHARE IN THE FUTURE.

6. Gayathri Kanth, Community Librarian
 - KANTH GAVE BRIEF REPORTS ABOUT THE DIWALI EVENT- FESTIVAL OF LIGHTS, BATTLE OF THE BOOKS, TRIVIA CONTEST FOR 6TH GRADERS, FAMILY MATH GAME NIGHT, LADYSONG- FRIENDS OF THE SARATOGA LIBRARIES HOLIDAY PROGRAM, AND E READERS.

7. Terrie Creamer, Friends of the Saratoga Libraries
 - CREAMER REPORTED THAT THERE WOULD BE A STAFF APPRECIATION EVENT FOR BOOK GO AROUND VOLUNTEERS AND THAT THE BOOK GO ROUND IS 30 YEARS OLD IN MARCH 2013.

8. Linda Baxter, Library Commission Chair
 - NO REPORT

9. Mainini Cabute, City of Saratoga Liaison
 - NO REPORT

Agenda Items for the Next Meeting

Adjournment- 5:08 p.m.

- ANDRES MOVED TO ADJOURN
- WHITCOMB MOVED TO SECOND
- COMMISSIONERS ADJOURNED

Respectfully Submitted By:

Mainini Cabute, Administrative Analyst II