



City of Saratoga Library Commission

MINUTES

DATE: Wednesday, June 24, 2015

TIME: 4:00 p.m.

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

Call to Order 4:02 pm

Roll Call Campodonico, Gulino, Kispersky, Marty, Whitcomb (absent)

Staff: Nancy Howe, Roslyn Donald, Adam Henig, Michael Fossati (Planner)

Report on Posting of the Agenda: Pursuant to Government Code Section 54954.2, the agenda for this meeting was properly posted on June 19, 2015.

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 April 22 meeting. Gulino moved to approve the draft minutes for the April 22 meeting. Kispersky seconded the motion. Motion passed 4-0.

New Business (Chair moved it ahead of old business)

1. Saratoga Heritage Inventory List

Issue: On May 12, Staff Liaison Henig was contacted by HPC Commissioner Stransky to add Saratoga Library to the HPC's "Saratoga's Heritage Inventory List." Stransky plans to complete application for the Library to obtain status on the Inventory List.

Action: Stransky will provide details of the application process. Commission should discuss and vote whether to support.

Heritage Preservation Commissioner Annette Stransky had been researching whether the Saratoga Library could be added to the Saratoga Heritage Inventory List, which is determined by the Heritage Preservation Commission. City Staff Planner Michael Fossati explained that in order for the Library to be eligible for the Inventory List, it must meet only one of the seven criteria. Commissioner Stransky felt that the Library qualified under two of the seven qualifications:

- a) It exemplifies or reflects special elements of the cultural, social, economic, political, aesthetic, engineering or architectural history of the City, the County, the State or the nation;

- b) It embodies distinctive characteristics of a style, type, period or method of construction, or is a valuable example of the use of indigenous materials.

Commissioner Stransky offered to conduct further research and prepare the Library's application. Since the City is the property owner, Fossati explained, the process itself would be expedited. Also, he noted, once the Library is placed on the Inventory List it potentially could lead to it being selected as a state landmark. Marty inquired about the application process. Fossati explained:

- 1) Notify the owner (City)
- 2) Must meet 1 of 7 criteria
- 3) Notify City Council during Joint Meeting or beforehand
- 4) If Council approves, contact HPC and submit application

Interim Library Director Donald inquired about the advantages and disadvantages of having the Library listed on the Inventory List. The disadvantage, Fossati said, would be that if the Library made any changes to its exterior (liking adding a bike rack or landscaping changes), it would have to notify HPC ahead of time. HPC might, for example, recommend that action not be taken. The Library, however, could still pursue constructing the rack without penalty. The advantages, explained Commissioner Stransky, included enhanced prestige to the Library, increased foot traffic, and potentially lead to future state landmark status.

Chair Marty wanted to add this item to next meeting's agenda. Vice-Chair Gulino would like a status report at the next meeting and recommended Commissioner Stransky work on the application—once Council approves. Fossati recommended that he and Staff Liaison Henig will work together with City Manager about proposing the task to City Council.

Old Business

1. Battle of the Books (adult version) Update

Issue: Update from Commission Chair Marty. Commission needs to finalize event details such as date (10/17 or 11/7), rules, marketing ideas, and logistics. Divide duties among commissioners.

Action: Commissioners need to establish event plan.

Chair Marty and Vice Chair Gulino recommended that the event replicates a "Pub Trivia Night" rather than the youth-oriented Battle of the Books. It's more manageable and practical, they contended. Most Pub Trivia Nights are organized and operated by Brainstormer, a third party vendor. Gulino will meet with a representative to get ideas and possibly inquire about hiring for the Library's event, which will be scheduled on Saturday, October 17 from 3:00-5:00 p.m. Trivia questions will focus on a variety of genres such as romance books and geography. Chair Marty motioned to hold a special meeting for planning the event on Tuesday, July 14 from 4:00-6:00 p.m. Vice Chair Gulino seconded and Commission voted 4-0 to hold a special meeting. Kispersky mentioned he won't

be able to be present. Commission recommended to have a representative from Brainstormer present at special meeting.

2. Library Card for Every Resident

Issue: Commissioner Kispersky will continue discussion about reaching out to community and increase the number of library cards issued to Saratoga residents.

Action: Discuss further how to pursue this project.

Kispersky met with library staff, who notified him that they were already placing library card applications in K-12 first day school packets. Library also mentioned that their targeted populations are fourth and fifth graders. Friends of Library President Creamer recommended that the Commission and Library staff reach out to teachers, who can influence parents about the importance of having a library card. Also, it was recommended by Donald to add library cards to the “classroom supply list.”

Reports

1. Nancy Howe, Santa Clara County Librarian - All libraries were closed June 3 for software migration. Systems software upgrade enhancements will include a fresh new look for SCCLD’s online library catalog, improved search functionality, and access to more book reviews. The Library will be sending out a patron survey soon to determine how well its new software fared. Beginning July 1, the Library will begin issuing free library cards to non-district residents of all ages. Commissions will receive monthly reports on usage increases so that the Library can monitor the impact. Also, the Joint Powers Authority Library Board decided to increase the Community Room reservation fee to \$25.00 for four hours of use from a \$10.00 flat fee. Each use of our community rooms costs the library an average of \$35 in staff time. The community room fee increase will recoup some of these costs and will be the first community room fee change in over 15 years.
2. Roslyn Donald, Interim Saratoga Community Librarian – The Library is in midst of ending its “Grand Tour of China” series, which featured Chinese Calligraphy , authors, and artists. The end of the year teen events included Study Hall for Finals and a “Teen Lock in.” In mid-May, staff visited all of the K-8 schools in Saratoga, encouraging students to utilize the library. Donald mentioned that program evaluation results demonstrated that most patrons hear about a program from either a poster, the Library’s website, a staff member or word of mouth.
3. Terrie Creamer, Friends of the Saratoga Libraries - The Friends grant to the library for 2015-2016 is \$141,000. This includes the ability to purchase bestsellers, sponsor programs for all ages, provide community outreach hours, augmenting collections, and maintaining the literacy program. The author series will resume on September 2
4. Lauren Marty, Library Commission Chair - none
5. Adam Henig, City of Saratoga Liaison - mentioned Library Commission applications are available for one spot on the commission—Whitcomb’s seat.

Agenda Items for the Next Meeting, August 26, 2015

- Battle of the Books
- Library Card

- Heritage List

Adjournment – Gulino motioned to adjourned. Kispersky seconded motion. 4-0 motion passed. 5:27pm

Respectfully Submitted: Adam Henig, Recreation Supervisor