



City of Saratoga Library Commission

MINUTES

DATE: Tuesday, April 26, 2016

TIME: 7:00 p.m.

LOCATION: Saratoga Library/ Quiet Study Reading Room
13650 Saratoga Avenue
Saratoga, CA 95070

Call to Order 7:03 p.m.

Roll Call

- **Present:** *Barmeier, Gulino, Hoffman*
- **Absent:** *Campodonico*
- **Staff:** *Allison Lew, Nancy Howe, Adam Henig, Lisa Finley*
- **Public:** *Ashley Chen (TAB), Carissa Ko (TAB), Karen Burley and Anandi Krishnamurthy*

Report on Posting of the Agenda: Pursuant to Government Code Section 54954.2, the agenda for this meeting was properly posted on April 20, 2016.

Oral & Written Communications: *None*

Approval of Minutes: Draft minutes for the February 23 meeting.

Barmeier moved to approve the draft minutes for the February 23 meeting. Hoffman seconded the motion. Motion passed 3-0.

Commission Items

1. New Library Commissioner, Carol Barmeier

Issue: Carol has been appointed to fill one of two seats on the Commission

Action: No action needed.

Existing Business

2. Library Commission Work Plan

Issue: On April 6, 2016, the Library Commission met with the City Council at a Joint Session and discussed the commission's work plan.

Action: Now that the work plan has been officially accepted by Council, the Commission needs to prioritize the list, create a timeline, and assign duties.

Finley and Henig updated the Commission about the progress of Council's suggestion to establish a Friends of the Library seat on the Library Commission. Henig will present the topic at the Friends Board meeting on April 27 and will inquire to see if the board will

support the concept of nominating a member to the Commission. Finley informed the Commission that Friends have already a lot they are taking on such as ongoing fundraising and finding a replacement to their book retail operations manager. Also, Finley stated, she was concerned that ALA does not recommend that a Friends Board member sit on the Library Commission.

Gulino informed the group that West Valley College's President Brad Davis reached out to him and wanted to setup a meeting. Gulino recommended a subcommittee is created to report back to the Commission at their next meeting. Subcommittee will consist of Gulino, Barmeier, Lew, and Henig.

For the survey, Library staff would like Commission and TAB to promote it through their networks.

For interior space review, library staff will provide ideas of what other libraries from around the nation are doing. Barmeier inquired about exterior signs and Howe explained that wouldn't come out of the interior space review budget. The topic of security surveillance was brought up and Howe explained that too would not be part of the interior space review budget. It's a separate item and it is currently being discussed by the JPA as how to implement it if the District moves forward with the purchase of security cameras.

New Business

3. Sharing Community News & Trends

Issue: As part of the work plan, the commission will share information about the community to help the library staff becomes better prepared to address the needs of the community and identify opportunities to promote library services.

Action: Discuss upcoming events, new trends, interests, etc.

New ideas from Commission and members of the public:

- *Barmeier:*
 - *Create an event in anticipation of new Harry Potter book*
 - *Community Choice Energy – informing patrons about new environmental program*
- *Finley: Attended Civil Discourse lecture; could be popular at the Library*
- *Gulino:*
 - *Panel of experts discussing presidential elections in the fall*
 - *Internet of Things*
- *Hoffman:*
 - *DIY workshops*
 - *Travelling without leaving the library*
 - *Partner with downtown's Memorial Day celebration*
- *TAB*
 - *Voter registration drive for high school students*
- *Public*
 - *Local candidates and propositions*
 - *Bay Area Revelations (PBS)*

Reports

1. Nancy Howe, Santa Clara County Librarian
 - a. *Next JPA meeting is 4/28/16*
 - b. *NFL Super Bowl grant to library enable district to publish a children's picture and rhyming book.*
 - c. *Famous Sci-Fi author coming to Saratoga Library on May 11*
 - d. *Gilroy library received a robotics awarded*
 - e. *Deputy County Librarian Chris Brown won Mover and Shaker award from Library Journal.*
 - f. *New Children's Library Manager hired*
2. Allison Lew, Saratoga Community Librarian
 - a. *Bookmobile – Campodónico inquired via email why the Bookmobile's Monte Sereno stop changed from City Hall to Daves Ave. Elementary school. Essentially, the attendance was zero at City Hall and library staff felt it would be better served at the school.*
 - b. *Circulation in February and March is up from last year*
 - c. *Customer Service Satisfaction survey is underway*
 - d. *Summer Reading Program begins June 1*
 - e. *SCCL district received grant for Thinking Money exhibition*
 - f. *TAB – College Day will be 5/14 and literary magazine is in the works*
 - g. *Sacred Heart school making three trip to the library in May*
 - h. *New art on display in the lobby*
 - i. *Commendations for staff: Betsy White and Lisa Liu*
3. Lisa Finley, Friends of the Saratoga Libraries
 - a. *Tri-fold brochure was finalized and distributed to members of the community.*
 - b. *Friends will meet on April 27 and determine whether to approve \$141,000 grant to Library for programs in 2016-2017*
4. Robert Gulino, Library Commission Chair
5. Adam Henig, City of Saratoga Liaison
 - a. *Commission Recognition Dinner*
 - b. *Arbor Day*

Agenda Items for the Next Meeting, June 28, 2016

- *None*

Hoffman moved to adjourned the meeting at 9:03 p.m. Barmeier seconded the motion. Motion passed 3-0.

Respectfully submitted,

Adam Henig
Recreation Supervisor