

2025 Los Altos Library Commission Work Plan

Goal	Projects	Anticipated Completion	Priority Source	Status	Assignment	Notes
Improve infrastructure	Improvements to main library building*	Summer 2025	City Council - Asset Management	In Progress	City staff in collaboration with Commission	City staff has identified design firm through RFP. Library Commission recommended award of money from NCLA and contract from City Council.
Improve services	Research new services, programs, and events for library*	Spring 2025	Powers and Duties	In Progress		Through Commission work, County purchased six sensory headsets for pilot program that will be evaluated in Spring 2025. Explore other opportunities to create new services and programs.
Increase awareness	Explore targeted outreach to seniors, youth, and general public*	Fall 2025	Powers and Duties	In Progress		Explore other ways that the library can provide targeted services for key population groups.
	Improve the Commission's presence	Spring 2025		In Progress	Ad-Hoc Subcommittee	Ad-Hoc Subcommittee was established at October 2024 meeting and will present in January 2025.
	Host community events at library	Summer 2025		In Progress	Ad-Hoc Subcommittee	Night at the Library Ad-Hoc Subcommittee is working with Library staff to coordinate event in new year. Providing feedback on Santa Clara County Library District Event Policy.
Enhance partnerships	Attend meetings for external community organizations	Ongoing	Powers and Duties	In Progress		Commission liaisons are regularly attending external organization meetings and reporting back to Commission.

*Aligns with County Library Strategic Plan

2025 Los Altos Library Commission Calendar

January 9	February	March 6	April	May 1	June
Joint Meeting	No meeting	Night at the Library	No meeting	Night at the Library	No meeting
Commission Update		Main Library Improvements		Main Library Improvements	
Woodland Library Patio		Sensory Headsets Pilot Next Steps		Work Plan	
Commission Presence		Targeted Outreach for Youth			
Work Plan					
Cindy Hill Recognition					

July	August 7	September 4	October 2	November	December
No meeting	Commission Presence	Work Plan	Election of Chair/ Vice Chair	No meeting	No meeting
	Main Library Improvements	Future Event Planning	Main Library Improvements		
		Targeted Outreach for Youth	Targeted Outreach		
			Work Plan		