

**MINUTES OF THE MEETING OF THE LIBRARY COMMISSION OF THE CITY OF  
LOS ALTOS, HELD ON THURSDAY, FEBRUARY 3, 2022, AT 6:38 P.M. VIA  
TELECONFERENCE IN LOS ALTOS, CALIFORNIA**

**ROLL CALL**

PRESENT: Commissioners Bedard, Carter, Crane, Gee and Wheeler

ABSENT: None

**PUBLIC COMMENTS**

None

**ITEMS FOR CONSIDERATION/ACTION**

1. Approve minutes of the meeting of January 6, 2022

Action: Upon a motion by Commissioner Gee, seconded by Commissioner Bedard the Commission unanimously approved 5 – 0 to approve the minutes of the January 6, 2022, Library Commission meeting.

2. Update from County Staff

County Librarian Jennifer Weeks presented the monthly update for Santa Clara County. She highlighted the following information:

- SCCLD Poet Laureate
- SCCLD virtual and in person programs

Community Librarian Rose Baiza presented the monthly update for the Los Altos Library and Woodland Branch. He highlighted the following information:

- Los Altos Statistics for January 2022
- Los Altos library virtual and in person programs

3. Work Plan Subcommittee

Action: Upon a motion by Chair Wheeler, seconded by Commissioner Carter the Commission unanimously approved 5 – 0 to dissolve the Work Plan Subcommittee.

4. North County Library Authority (NCLA) Memo

Action: Upon a motion by Chair Wheeler, seconded by Commissioner Bedard the Commission unanimously approved 5 – 0 to recommend and forward the memo to NCLA.

**INFORMATIONAL ITEMS**

5. Information from the Friends of the Library

Elayne from the Friends of the Library advised the commission that the Friends have a new mission statement, and the next book sale is March 4-6.

6. Update from NCLA/Redevelopment Task Force

NCLA President Cindy Hill reported that they reviewed their operations and building funds. Cindy Hill reported on LALE finances and upcoming speakers.

7. Update from City Staff

- Staff Liaison Jaime Chew reported that the Los Altos Community Center has expanded the hours to Monday – Friday 8am to 5pm

**COMMISSIONERS' REPORTS AND COMMENTS**

8. Infrastructure Subcommittee

Action: Subcommittee met. Chair Wheeler presented on the Woodland Branch Library. Commissioner Gee spoke on the specifics of partitioning the Orchard room.

9. Services Subcommittee

Action: Subcommittee met. Commissioner Bedard provided an update on the book drop boxes in addition to passport services and other various services ideas.

10. Awareness Subcommittee

Action: Subcommittee met. Chair Wheeler discussed current and upcoming ads.

11. Futures Subcommittee

Action: Subcommittee met. Commissioner Gee provided an overview on redevelopment presentation.

12. Work Plan Subcommittee

Action: Subcommittee did not meet.

**FUTURE AGENDA ITEMS**

**ADJOURNMENT**

Chair Wheeler adjourned the meeting at 8:14pm.