



## LIBRARY COMMISSION AGENDA REPORT SUMMARY

**Meeting Date:** January 4, 2024

**Subject** Library Commission Work Plan

**Prepared by:** Anthony Carnesecca, Assistant to the City Manager

**Attachment(s):**

1. 2024 Library Commission Work Plan Draft

**Purpose**

Discuss and approve the 2024 Library Commission Work Plan that will be presented to City Council at a Joint Session with City Council and Commissions on February 27, 2024.

**Discussion**

During the Special Joint City Council – Commission meeting on November 2, 2021, the City Council and Library Commission discussed their Work Plan for the years 2021 and 2022. The work plan centered around the following goals:

- Improve Infrastructure
- Awareness
- Futures
- Work Plan

In June 2023, the City Council updated the powers and duties for the Library Commission. Per LAMC 2.08.080, “the Library Commission shall:

- A. Serve as the principal liaison between the City Council of Los Altos and Los Altos Hills and the Santa Clara County Library District, and the various community entities that help to fund the library branches, including, but not limited to, the North County Library Authority, the Los Altos Library Endowment and the Friends of the Los Altos Library;
- B. Review the Los Altos Library programs, services and facilities, and make recommendations to the Council, the City Manager and/or County and Community Librarians as appropriate, for additions or modifications thereof;
- C. Conduct community outreach regarding the library facilities, programs and services, and report back to the Council and/or the County and Community Librarians as appropriate;
- D. Perform such other tasks as may be expressly requested of it by the City Council;
- E. Serve as a forum for community input and engagement;
- F. Submit an annual report to the Council; and
- G. Perform other tasks and duties as assigned by the Council.”



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Looking forward, the Library Commission shall discuss their goals and assignments for the 2024 calendar year that will be presented to City Council at a Joint Session with City Council and Commissions.

City staff has drafted a rough draft work plan based upon the Commission's projects and new powers and duties for discussion and review at the January 4, 2024 meeting.