



## LIBRARY COMMISSION MEETING

### MINUTES

6:30 PM - Thursday, October 5, 2023  
*Los Altos Community Center Sequoia Room*

#### ESTABLISH QUORUM

Chair Crane called the meeting to order at 6:30 pm

**Present:** Chair Crane, Commissioners Bedard, Carter, Fawcett

**Absent:** Vice Chair Wheeler

#### PLEDGE OF ALLEGIANCE

#### PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

None

#### ITEMS FOR CONSIDERATION/ACTION

1. **Minutes:** Approve minutes of the regular meeting of September 7, 2023

**Public Comment:** None

**Action:** Commissioner Carter moved that the Commission accept the minutes of the regular meeting of September 7, 2023 as written. Commissioner Fawcett seconded the motion.

Approve: Crane, Bedard, Carter, Fawcett

Oppose:

Abstain:

Motion passed: 4-0-0

2. **Commission Updates:** Provide updates regarding all the recent changes to commissions.

**Public Comment:** None

**Action:** None

3. **Commission Reorganization:** Reorganize to select a Chair and Vice Chair to serve through September 2024

**Public Comment:** None

**Action:** Commissioner Carter moved that the Commission select Commissioner Fawcett as Chair through 2024. Commissioner Bedard seconded the motion.

Approve: Crane, Bedard, Carter, Fawcett

Oppose:

Abstain:

Motion passed: 4-0-0

**Action:** Commissioner Crane moved that the Commission select Commissioner Bedard as Vice Chair through 2024. Commissioner Carter seconded the motion.

Approve: Crane, Bedard, Carter, Fawcett

Oppose:

Abstain:

Motion passed: 4-0-0

4. **Commissioner Liaison Appointments:** Discussion regarding whether the commission wants to appoint official commissioner liaisons to any external organizations, such as Friends of Los Altos Library, Los Altos Library Endowment, North County Library Authority, and/or Main Library Patio Project Task Force.

**Public Comment:** Cindy Hill

**Action:** Vice Chair Bedard moved that Chair Fawcett serve as the Commissioner Liaison to Los Altos Library Endowment and the Main Library Patio Project Task Force. Commissioner Crane seconded the motion.

Approve: Crane, Bedard, Carter, Fawcett

Oppose:

Abstain:

Motion passed: 4-0-0

**Action:** Commissioner Crane moved that Vice Chair Bedard serve as the Commissioner Liaison to Friends of the Los Altos Library. Commissioner Carter seconded the motion.

Approve: Crane, Bedard, Carter, Fawcett

Oppose:

Abstain:

Motion passed: 4-0-0

**Action:** Vice Chair Bedard moved that Commissioner Crane serve as the Commissioner Liaison to North County Library Association. Chair Fawcett seconded the motion.

Approve: Crane, Bedard, Carter, Fawcett

Oppose:

Abstain:

Motion passed: 4-0-0

5. **Subcommittees and Ad Hoc Committees:** Disbanding of existing standing subcommittees and discussion of potential creation of ad-hoc committees that meet new criteria.

**Public Comment:** Freddie Wheeler, Michelle Morris

**Action:** Chair Fawcett moved that the Commission disband all existing standing subcommittees (Awareness, Infrastructure, Futures, Services). Commissioner Crane seconded the motion.

Approve: Crane, Bedard, Carter, Fawcett

Oppose:

Abstain:

Motion passed: 4-0-0

**Action:** Chair Fawcett moved that the Commission form an Ad Hoc Committee consisting of Vice Chair Bedard and Commissioner Crane to work on documents in preparation for the Study Session with City Council focused on possible library improvements as directed at the September 26, 2023 City Council meeting that will terminate upon receipt of the Final Report to the Commission. Commissioner Crane seconded the motion.

Approve: Crane, Bedard, Carter, Fawcett

Oppose:

Abstain:

Motion passed: 4-0-0

6. **Library Patio Task Force Update:** Receive update on the Library Patio Task Force and provide direction as needed.

**Public Comment:** Freddie Wheeler, Michelle Morris

**Action:** None

7. **Potential Improvements to Library:** Discuss the direction from City Council at September 26th City Council meeting regarding possible improvements to the Library at Commission level and return to City Council during Study Session with report and recommendations.

**Public Comment:** Freddie Wheeler

**Action:** None

8. **Story Walk Discussion:** Discussion regarding addition of more story walks

**Public Comment:** Cindy Hill, Michelle Morris, Freddie Wheeler

**Action:** None

**COMMUNITY PARTNER UPDATES**

9. **Los Altos Library Endowment (LALE) Update:** Receive updates from LALE representative
10. **Friends of the Library Update:** Receive updates from Friends of the Library representative
11. **North County Library Authority (NCLA) Update:** Receive updates from NCLA representative

**Public Comment:** Freddie Wheeler

**INFORMATIONAL ITEMS****STAFF REPORTS**

12. **Santa Clara County Library District Presentations:** Receive information and updates from County Staff
13. **Main Library Staff Report:** Receive information and updates from Main Library Staff
14. **City Staff Update:** Receive updates from City Staff

**AD HOC COMMITTEE REPORTS****REQUEST FOR FUTURE AGENDA ITEMS**

15. **Requests for Future Agenda Items**
  - a. Night at the Library Event (Crane, Bedard)
  - b. Driveway into library (Carter, Bedard)
  - c. Addition of Commission picture in libraries (Bedard, Crane)
  - d. Explore web presence (Bedard, Crane)

**ADJOURNMENT**

Chair Fawcett adjourned the meeting at 8:18 pm.