



TOWN OF LOS GATOS
LIBRARY BOARD AGENDA REPORT

MEETING DATE: 01/14/2026

ITEM NO: 3

DATE: January 14, 2026
TO: Library Board
FROM: Ryan Baker, Library Director
SUBJECT: Review Recommended Library Board Work Plan Items for 2026 and Make a Recommendation to the Town Council.

RECOMMENDATION:

Adopt a motion to recommend the draft 2026 Library Board workplan to the Town Council for approval.

REMARKS:

To provide the Library Board clarity from the Town Council regarding its work, the proposed 2026 Work Plan will be taken to the Town Council for review and approval. This will ensure Council support, and sufficient staff resources in 2026.

In coordination with other Town Departments, staff has reviewed the Work Plan below, taking workload, time commitment, and alignment with Council priorities into consideration. Staff recommends the seven items listed below to constitute the 2026 Work Plan. Staff believes that with existing resources, it is reasonable that these six items can be accomplished in 2026.

The Board may discuss, provide input, and ultimately make a recommendation to the Town Council. Staff will evaluate the Board's recommendation based on current staff and budget capacity and present its recommendation to the Town Council for consideration.

Library Board 2026 Work Plan - DRAFT

1. Library policy updates necessitated by AB781 (2024) "Accessibility to Emergency Centers: Persons with Pets".
 - a. Update existing Library Code of Conduct to conform with AB781, or if appropriate, remove the section regarding animals in the Library to a separate policy.

PREPARED BY: Ryan Baker
Library Director

- b. Examine current ADA service animal laws, and review/amend Library service animal policies to ensure compliance.
2. Annual Community Survey of Library Services
 - a. Work with staff to create and review the Library's annual community input/satisfaction survey.
 - b. Analysis of survey results and suggest any additions or amendments to strategic direction to staff for consideration.
3. Annual review of Library Code of Conduct for any changes/modifications suggested by staff as a result of new or changing patron incidents or behaviors.
4. Receive an informational presentation from staff regarding annual library statistics, budgets, and trends.
5. Update the Library's 2013 policy on unattended minors in the Library.
6. Update the Library's 2018 policy on patron privacy.
7. Poet Laureate Selection. The three-year term of the current Town Poet Laureate ends in December 2026.
 - a. Work with the Arts Commission to release the applications for the position.
 - b. Work with the Arts Commission to review applications and recommend a new Poet to the Town Council.

2026 Meeting Dates:

- Wednesday, January 14, 2026 at 3:30 p.m.
- Wednesday, March 11, 2026 at 3:30 p.m.
- Wednesday, May 13, 2026 at 3:30 p.m.
- Wednesday, September 9, 2026 at 3:30 p.m.
- Wednesday, November 11, 2026 at 3:30 p.m.

Per Council policy, Boards and Commissions do not meet in July.