

# APPROVED

## MINUTES

### Library Advisory Commission (LAC)

September 3, 2009

Council Conference Room

250 Hamilton Avenue

7:00 p.m.

**Commissioners Present:** Leonardo Hochberg, Marc Marchiel (7:25),  
Vibhu Mittal, Theivanai Palaniappan,  
Susan Thom (Chair)

**Commissioners Absent:** Raj Mashruwala, Valerie Stinger

**Staff Present:** Diane Jennings, Evelyn Cheng

CALL TO ORDER – Chair Thom called the meeting to order at 7:10 p.m.

ORAL COMMUNICATIONS – None

AGENDA CHANGES, REQUESTS, DELETIONS – None

### BUSINESS

1. Approval of draft minutes of Regular Meeting on July 23, 2009.

- Without corrections, Mittal moved to approve minutes of Regular Meeting on July 23, 2009. Hochberg seconded. Minutes were approved, 4-0.

2. Updates on Library Building Projects

- Jonathan Hartman and Dawn Merkes of Group 4 Architecture presented updates on the design development for Downtown Library, Mitchell Park Library and Community Center and the temporary library facility at the Cubberley Campus.
- In addition, public art locations were identified at both outdoor and indoor locations of Downtown Library and Mitchell Park, and an animation/flythrough of the Mitchell Park facility was shown.
- Hartman said that Group 4 is now in round 2 of the project schedule in providing updates to City Council, Architectural Review Board (ARB), LAC, and Park & Recreation Commission (PARC).

- A second round of community participation is scheduled on October 29, with teens at 4:00 p.m. and with the community at 7:00 p.m. at Mitchell Park Community Center.
- Thom recognized the following from the audience:
  - Enid Pearson, 1019 Forest Court, spoke about her concern for a bigger collection at Downtown Library and handed out her letter of appeal to the LAC.
  - Jeff Levinsky, 1682 Hamilton Ave., spoke about the “right size” of a branch collection and provided copy of his findings on volumes per capita among California public non-central libraries.
  - Joyce McClure, Bryant St., spoke about her concern for a larger and better collection of books at Downtown Library.
  - Elaine Meyer, 609 Kingsley Ave., spoke about her concern for a design that will improve the contents of the Downtown Library and not just its appearance and provided copy of text of Measure N.
  - Bob Moss, 4010 Orme St., spoke about his suggestion to reconfigure space to add more books at Downtown Library.
- Discussion followed by members of the LAC asking questions/clarification about the designs, the use of space, pattern of use, and providing comments.
- Thom said there have been many public meetings over the last five months to refine the design plans for the Mitchell Park Library and Community Center and the Downtown Library and, as a result, a sub-committee worked with staff, Group 4 and met with library stakeholders to review the concerns expressed by members of the public and had reaffirmed the current design for Downtown Library.
- Thom added that the LAC’s Library Service Model and Recommendations (LSMAR) called for improving the collection across the branch system, with the core collection established at Main and Mitchell Park Libraries, and Downtown and College Terrace libraries would focus more on popular collections.
- Pearson said libraries of the same size as the Downtown Library, renovated in 2008, held more collections than Downtown Library; Jennings said service areas at those particular libraries are much larger.
- Members of the LAC agreed that it is appropriate for the LAC to affirm carrying this plan to City Council at the September 14 meeting.
- **Motion:** Hochberg moved, seconded by Palaniappan: The LAC recommends/reaffirms to City Council to move ahead with current design

Motion passed unanimously, 5-0.

- Thom thanked the audience for coming to the meeting and communicating their concerns/viewpoints. She said it was clear that everyone has a passion for the Palo Alto Library system and for their neighborhood library in particular.

3. Agenda and Priorities for September 17 LAC Retreat

- Members of the LAC reviewed the 2009/10 Goals drafted last March and gave suggestions to modify goals as presented, to be included for discussion at the Retreat scheduled on September 17, 7:00 p.m. at the Downtown Library.
  - new outreach dialogue and/or communication plan to include community's input on the direction for the new facilities: types of programs, service levels, different ways to use libraries, what to grow in collection, etc.
  - how to measure achievement of goals
  - review of project schedule and Commission's role with the building projects

4. Confirmation of appointment of Council Buddies

- Thom reminded the Commissioners to contact their Council buddies, assigned at the July 23 meeting. The objective is to foster a closer relationship and improve communications with City Council on library issues.

## REPORTS

### Commissioner Reports and Questions

- Library Bond Stakeholders' Committee meets every month and has developed a communications plan for outreach component of Library bond to keep the community informed. A copy of the plan will be provided to the LAC.
- A teen and community meeting will be held at the Mitchell Park Community Center Game Room on October 29. The teen meeting will start at 4 p.m. and the community meeting will start at 7 p.m.
- The Library Bond Oversight Committee meets quarterly and the next meeting is on October 27. Two series of bonds will be issued, with the first series issued in 2010.

- The new Library Facility Projects online presence features links to the project and meeting schedules, FAQs, including Bond background information. Debra Jacobs, Public Work's Project Engineer, explained the City's process to get construction started for the library facility projects.
- Initial public art projects for the new Mitchell Park Library/Community Center have been identified. Beasley sculpture will use the 1% of public art but additional pieces will be installed in the building.

#### Library Director's Report

- About 4,000 Library customers were notified about a new way to keep up with what's going on at the Library: Sign up for the new Library Projects e-newsletter to receive information on closures, updates on progress and notification of meetings, and the new Library Facility Projects page on the City's website.
- The College Terrace Library closed in July and is completely emptied, while the day care has moved into its temporary trailer. The construction management company and the construction company had their first meeting recently.
- An overview of the Library's 2008/09 statistics was included in the packet: circulation is up 6% over last fiscal year and the visitor count is holding steady. Circulation numbers for individual branches were also provided.

Brief discussion followed, with commissioners asking questions about how the numbers are collected and analyzed.

#### COMMENTS AND ANNOUNCEMENTS

The new proposed date for the LAC's Joint meeting with City Council is December 7. Staff will check on Commissioners' availability and confirm date at a later time.

AGENDA for meeting on October 22, 2009:  
The items suggested for the meeting are:

- Preparing for Joint Meeting with Council on December 7 (date to be confirmed)

Marchiel moved to adjourn.

THE MEETING WAS ADJOURNED AT 9:45 p.m.