



City/School Liaison Committee Regular Meeting Minutes



Regular Meeting
December 18, 2014

The City School Liaison Committee held a Regular Meeting at the Mitchell Park Community Center, 3700 Middlefield Road, Matadero Room.

The meeting was called to order at 8:39 A.M.

Present: City of Palo Alto Representatives
Liz Kniss, Vice Mayor, Committee Chair
Greg Schmid, Council Member
Khashayar Alaei, Senior Management Analyst

Palo Alto Unified School District Representatives
Heidi Emberling, Board Member
Cathy Mak, District Chief Business Officer

Absent: Dana Tom, Board Member

Oral Communications

None

Approval of Minutes

MOTION: Council Member Schmid moved, seconded by School Board Member Emberling to have the City School Liaison Committee approve the minutes of November 20, 2014.

MOTION PASSED: 3-0 Tom absent

3. Review Recent City Council / PAUSD Board Meetings.

Heidi Emberling, Palo Alto Unified School District (PAUSD), School Board Member relayed that the School Board sat their two new School Board Members, Ken Dauber and Terry Godfrey. There was one meeting held with the new Board Members and they discussed the California Healthy Kids

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results and the Palo Alto Reality Check results about school climate and the social and emotional health of the students. There was a lot of attention given to bullying in schools and PAUSD has seen the incidents of bullying decrease. They looked at student connectedness. The PAUSD wanted more students connected to a trusted adult on the campuses.

Vice Mayor Kniss clarified that the staff wanted to look into why students were not feeling connected.

Ms. Emberling said yes. There were many students that felt connected but there was a percentage that did not feel connected.

Vice Mayor Kniss questioned whether there was a system for connecting the students.

Ms. Emberling replied there were multiple systems in place: 1) the Counseling System; 2) the Teachers Assistant Advisor's System; 3) teachers; and 4) specialized service personnel, for English language learners. She recalled an exercise done a while back where teachers and students names were put on a big chart and everyone had to put a dot next to the person they knew and then the students that did not have any dots were highlighted.

Vice Mayor Kniss commented on the ratio of students to adults and thought connectivity could be challenging.

Ms. Emberling agreed and said it was a priority. There was also a new Gunn High School Awareness Center which combined the nurse, the counselor, and the Adolescent Counseling Services (ACS) into one building in order to reduce stigma around seeking help; people were not going to know if someone was waiting for a band aid or to see a counselor, everyone was going to be housed in the same area. There was also going to be a health and wellness area that included a yoga room, some quiet spaces, and many other things for students.

Vice Mayor Kniss thought that was impressive and remarked that there was a lot of effort and financial resources that went into it.

Ms. Emberling agreed and noted that the new Principal for Gunn High School, Dr. Denise Herrmann took a team up to see the Wellness Center at Balboa High School in San Francisco as a model. Ms. Herrmann came in when there was already a schematic design set and requested that the planning for the

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Wellness Center be stopped for her to reconfigure before it was finalized. She made some changes, but with very little increase to the budget.

Vice Mayor Kniss wanted to know if there were a lot of students that were seeking help through the health portal.

Ms. Emberling said yes. There was much less stigma around students seeking help. Students were reporting things that were posted on Facebook, or concern about their friends. Additionally, Question, Persuade, Refer (QPR) training for suicide prevention was given to every student in the Living Skills Program.

Vice Mayor Kniss wanted to know if all students took Living Skills.

Ms. Emberling answered yes and said PAUSD was talking about Living Skills being a more robust, year-round program that included different aspects of student health and wellness. The Alumni Survey reported that students felt prepared academically but less so socially. The School Board was now looking into that and how they were able to prepare the students socially. Students were in the front of the Strategic Plan, which included: Academics, Achievement, Personal Development and Support.

Vice Mayor Kniss felt the City was getting close to completing the agreement regarding the Cubberley Community Center.

Council Member Schmid remarked that the City Council was glad to be moving forward with Cubberley Community Center agreement but thought an issue that was relevant was an issue that took place in the Policy and Services Committee: what official minutes should be and what the official record of the meeting was. There were four things that came out of each meeting: 1) a tape available at the Media Center; 2) Action Minutes; 3) Sense Minutes; and 4) Verbatim Minutes. The City was trying to figure out what the official record should be because right now the Sense Minutes were the official record and there was increasing dissatisfaction with Sense Minutes. Sense Minutes summarized what was said at the meetings and it was not always accurate. People with a legal background were concerned because people were committed in court to what the official record was. There was agreement to move away from Sense Minutes but it was not clear if the official record was Action Minutes, record on tape or Verbatim Minutes. He questioned what the official record was for the School Board.

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Ms. Emberling explained that all the School Board Meetings were recorded and were available on the Media Center website; someone took the minutes for all the meetings and then put in every packet.

Council Member Schmid questioned whether they were Verbatim Minutes or Sense Minutes.

Ms. Emberling relayed that the School Board meeting minutes were Summary Minutes. It was not listed who brought up what point but there was a list of the important points discussed.

Council Member Schmid explained that people wanted to know what the discussion was leading up to the Motion; people wanted to know the assumption of the Motion and the arguments on both sides. The City Attorney was involved in a legal case and was noted as saying something, but it was not what she meant to say; the summary missed the key point. The court held what was said in the minutes as the official record.

Ms. Emberling relayed that the School Board meetings used to go until 1:00 A.M., but there were substantial changes made; now their meetings end at 9:30 or 10:00 P.M. Some Board Members were able to close the meetings at 9:30 or 10:00 P.M.

Vice Mayor Kniss suggested that it helped to have five members, as opposed to having nine members.

Ms. Emberling added that the City Council would be decreasing their members soon. Tackling many items on an agenda was challenging.

Council Member Schmid noted that there was the introduction of the Long Range Financial Forecast at the Committee level; the forecast gave the Council an approximated 10 year forecast on subjects such as Property Tax.

Vice Mayor Kniss reiterated that the forecast was for 10 years. There was discussion on how to support the History Museum at the last Council Meeting; the process might take some time.

4. City of Palo Alto Library Programs and Services Update.

RuthAnn Garcia, Library Services Manager explained that she managed the Mitchell Park Library; the complex was a joint one, shared with the

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Community Center. The building was designed around the original oak tree that was in the old complex. The Mitchell Park Library had a soft opening on November 6, 2014. The building itself was brand new; it was the first new building in the City for over 50 years. There was a brochure created for the grand opening that discussed the features of the Library, along with some photos; they wanted to make the grand opening as great as the building is. Since the Library opened it has been busy. It was four times the size of the old building and was two stories. There was a kid's play area, about the size of the Children's Library; they had a computer lab with 22 computers and there was specialized software installed on those computers. The lab was used for classes and trainings but it was opened for the general public. There were four study rooms in the Library; the two upstairs were available to be reserved.

Ms. Emberling questioned whether the study rooms had to be related to a non-profit.

Ms. Garcia answered that the rooms were for free use; they were intended to be used for meetings, tutoring, studying or the like. The largest study room held 10 or more people. There were also two study rooms downstairs; one was in the kids place and one in the teen room. The teen room was not very big. There was public art throughout the entire area; owls were displayed in the front of the Library and were used as bollards and there was a still-piece in the front of the Library. There was an interactive teen mural in the Teen Center, including a sculpture outside the front of the complex. There was a lot of City collaboration that was put in to finish the building. The City met with stakeholders, friends groups and the Library Foundation, which raised over \$4 million for the furniture, furnishings and equipment that was in the Library. The Grand Opening was on December 6, 2014; they closed all the other branches for the event and the door count on that day was about 5,500 people. Staff closed the parking lot, they had a fire truck, food trucks, and a bounce house, there was programming throughout all the rooms in the complex.

Vice Mayor Kniss wanted to know if there was a mechanism used for counting people.

Ms. Garcia confirmed there was a door counter; the security gates counted attendance one-way. The event was a huge collaboration between the Library and the Community Center and there was a lot of Staff present.

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Christine Pennington, Librarian and Volunteer Coordinator said there were close to 80 volunteers and teens present.

Ms. Garcia said that after the Grand Opening the Staff had to plan for needed programming. The first week started Saturday, December 13, 2014, which was called Teen Week. When they planned that they did not realize that was finals week for students. Staff planned programming that did not impact their studying by holding Final's Hours at the Library. The Library stayed open three nights; they had over 100 students the first night. There was only enough Staff to manage one floor of the building but everyone was very grateful that the library stayed open. The Staff brought in therapy dogs and snacks the first night of Final's Hours Night; they were ending the week with a Gaming Night. The next week was called Senior's Week. There were two programs planned: one was on writing a memoir and the second was on choosing a medical program. There was a lot of programming planned the following week for young children. Staff was going to have someone from Google teach a class on technology, and finally there was going to be a Multi-Cultural Community Week; this was a joint programming collaboration between the Library and the Community Center.

Vice Mayor Kniss recalled how libraries used to be and thought libraries changed dramatically regarding how they served the public. The Cupertino Library began having a teen floor in their library; she wanted to know the philosophy of the how the libraries were now, in comparison with how libraries used to be.

Monique Ziesenhenne, Library Director thought the libraries in Palo Alto changed in the last three to four years; there was now a space for teens and a place for printing materials. The focus now was on digital resources, which included information accessed 24 hours per day. The library's focus was to support and develop the community, to meet and anticipate their needs because they wanted to develop people of all ages.

Vice Mayor Kniss grew up with a library that was quiet and in the 1980's she visited the library and it was very noisy. Libraries became meeting places, more than they were for finding a book; the face of the libraries changed dramatically.

Ms. Ziesenhenne explained that libraries were like a living room because a person's living room involved many activities, like using the computer, playing games or watching television, it was a place where everyone came together.

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Vice Mayor Kniss felt like libraries evolved dramatically and Palo Alto was the only City of its size to have five libraries.

Ms. Ziesenhenné noted that the City of Sunnyvale had one library branch and their budget was over \$8 million, Palo Alto ran five Libraries with a budget of \$7.5 million.

Council Member Schmid added that the Mitchell Park Library had a lot of activity and collaboration, yet the upstairs portion of the Library had study areas.

Ms. Garcia thought customers were part of the creation of the space. The second floor was quiet but every seat was taken. The library was being used since it opened. She relayed that people commented that there were five libraries in town and people asked how they survived. There were rooms available for people to rent out and the library created programming in those rooms, which was collaborated with the Community Center.

Council Member Schmid relayed that an interesting coordination with the community was in regard to the Housing Element, which was the identification of housing for a few thousand new units. Housing was oriented more toward studio and one bedroom housing, which meant there was going to be more people in the community that needed public spaces.

Ms. Garcia mentioned that Rinconada Library was going to be opened soon, which was formerly called Main Library. A soft opening was planned in January 2015, and a grand opening was scheduled for February 14, 2015; there was going to be all new buildings in town.

Council Member Schmid stated that there was a Teen Room in the Main Library and in the Community Center and he wanted to know the difference between those two rooms.

Ms. Garcia explained that architects worked with teens on the design of the Teen Rooms. Palo Alto teens wanted the library portion to be a quiet place to study and the Teen Center to be the fun place. That was always the case; there was some programming that was done together, but not much. The Teen Room was not quiet, it was an interactive place; there were few places for individual work there, and many places to do group work there. The Teen Program was going to begin in January 2015. Another difference between the library and the Teen Center was the Teen Center was fee based.

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Council Member Schmid confirmed that there were organized activities.

Ms. Garcia said yes. There was Staff available to do programming and many different types of activities.

Council Member Schmid questioned whether the same number of teens ended up in the Library than in the Community Center.

Ms. Garcia said that both floors were full of teens in the Library; it was going to be interesting to know the count once the Teen Center officially opened.

Council Member Schmid remarked that there were three times as much space for kids in the Library, than there was for teens. He wondered if it was anticipated to have three times the number of young kids in that space.

Ms. Garcia said yes. As soon as the Library was opened at 10:00 A.M., there were many families in the rooms and elementary students used the Libraries after school.

Council Member Schmid anticipated that kids used the libraries more than teens.

Ms. Garcia was not sure but there were a lot of teens using the second floor and the study rooms after school.

Ms. Ziesenhenné said the children's area in the Mitchell Park Library was always packed, which was the same size as a Children's Library. She wondered if the attendance was going to be the same now that the Mitchell Park Library was built. The teens were harder to count because they were using the full building, as opposed to children, which stayed in their area.

Vice Mayor Kniss questioned how the fee was going to be established for the Teen Center.

Ms. Garcia clarified the fee was connected to the Community Center. Their fees were going to be online; they planned on having a middle school program 3 P.M. to 6 P.M. and a high school program from 6 P.M. to 8 P.M.

Vice Mayor Kniss thought the teen program was within the Library and inquired about how a fee could be collected.

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Ms. Garcia said nearly everything in the Library was free. The Library had to be careful not to compete with the Community Center. For example, if they brought in someone to teach yoga, the Community Center already offered yoga classes; they looked for ways to be partners.

Vice Mayor Kniss wondered if there were going to be kids from the north Mountain View area visiting the Mitchell Park Library.

Ms. Garcia responded yes. The libraries biggest business now was library cards and there were a lot of applications, which included people in the surrounding communities. It was not necessary to be a Palo Alto resident to have a Palo Alto Library card.

Vice Mayor Kniss knew Mountain View had a lot of housing plans in their northern area of town.

Ms. Garcia noted that the Mountain View library Director and some of her staff visited the library recently. They were interested in adding a children's program. People were looking at the Mitchell Park Library to see what they were going to do. Library card applications were the biggest request at the time.

Vice Mayor Kniss inquired about the interaction with the Santa Clara County (County) Library System.

Ms. Garcia repeated that the Mitchell Park Library was within their own City entity but said the library was part of a consortium. They offered Link Plus, which was a State-wide loaning program.

Ms. Ziesenhenné clarified that Link Plus was connected to universities and public libraries in California and Nevada; this was used to satisfy the inter-library loan program. The County recently petitioned to subscribe to the Silicon Valley Library System and there was a vote to discontinue the \$80.00 non-resident fee, as of July, 2015.

Vice Mayor Kniss noted that was a big discussion.

Ms. Ziesenhenné relayed there were a lot of people asking why Palo Alto did not join the Santa Clara County library and discontinue the City Library. If that were the case, there would probably be one library branch, maybe two, and there would be a change in the level of service. Palo Alto did not recently have any business with the County Library but their resources were

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going to be more available to the entire region. The County was concerned about San Jose city residents using their facility.

Vice Mayor Kniss reiterated that the library hours were from 10 A.M. to 8 P.M.

Ms. Garcia said yes, just for this week.

Vice Mayor Kniss wanted to know what the library hours were on a regular basis.

Ms. Garcia said the Library was opened 10 A.M. to 8 P.M., seven days per week.

Ms. LeConge clarified that there were three Libraries open seven days per week. The amount of time that the Libraries were able to stay open was related to the amount of Staff they had. People in the community wanted the library opened earlier and later.

Vice Mayor Kniss thought that most people probably wanted the Library opened at night.

Ms. Ziesenhenné noted that there were a lot of the same people in the Library from 8 P.M. to 9 P.M. She thought there would be a lot of people that would go to the library on Sunday's and later on Sunday evening's, as people were preparing for school. Looking at the people that use the Library helped to determine what made the most sense.

Vice Mayor Kniss clarified that the only night that the library closed early was Wednesday nights.

Ms. Ziesenhenné remarked that was a typo; the library was opened until 8 P.M. on Wednesday's. The hours they were open is Monday through Thursday until 8 P.M., Friday and Saturday until 6 P.M., and Sunday until 5 P.M.

Vice Mayor Kniss wanted to know how the hours compared with other cities and other libraries.

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Ms. Ziesenhenne answered that cities that had one library might be open from 10 A.M. until 9 P.M., three or four days per week, maybe open from 12 P.M. to 6 P.M. on Sunday's; she wanted the hours to be more predictable.

Council Member Schmid noted that it was important for the Council to know how the libraries were doing, as the Rinconada Library was about to open; how did attendance compare to what it used to be. He wanted total usage figures over the next quarter.

Ms. Ziesenhenne relayed that the City Manager mentioned different figures in his comments. The number of new library cards being issued was very high; this indicated that these people were new or had not been to the Library in quite some time. The library's goal now was how to retain the new people. They had some engagement strategies, such as e-mailing people and welcoming them. She noted that even when Mitchell Park Library was at a temporary facility, it had the highest circulation rate. Last year, circulation went down because the library was in two temporary locations; circulation went down 10 to 15 percent but nationwide, circulation had gone down.

Council Member Schmid noted the relationship between circulation and actual attendance because people came to the library for very different reasons.

Ms. Ziesenhenne mentioned that during the grand opening, there were about 40,000 people attended the library and about 55,000 items were circulated within a 30 day period.

Vice Mayor Kniss inquired about whether Ada's Café made a difference.

Ms. Ziesenhenne remarked that she was not sure yet.

Ms. Emberling wondered if the online circulation was tracked.

Ms. Ziesenhenne said yes and that it went up from over one million attendees last year, and was about 800,000 the year before.

Khashayar Alae, Management Specialist noted that within the budget process there were metrics that involved performance measures and it was good to see the data from this year relative to last year.

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Ms. Ziesenhenné explained that the libraries recently turned in their data to the State but they would have projections.

Council Member Schmid thought having indicators for the first quarter was helpful for the budget process.

Ms. LeConge mentioned that she had a meeting with one of the book vendors and they were coming up with a way to incorporate Axis 360, a digital media library service that contained common core items because there was a way to link the schools and the public library together.

Jenny Jordan, Library Youth Services Manager said she was based in the Children's Library but she managed the entire Children's and Teens Libraries. All the programming was based on development classes. Libraries were considered a safe neutral place that children and teens could come to build a relationship with a trusted adult. The libraries also offered reading for pleasure, as opposed to texts that needed to be read at schools; they used a summer reading program to promote that. The biggest program for younger children was a reading program for children. Teens complained that they did not have time to read for pleasure so the library encouraged them to sign up for summer reading, which allowed for free reading. There was a pre-summer reading sign up and the theme for 2015 was Read to the Rhythm. Every year the library took part in the Children's Parade in downtown Palo Alto and their float was a decorated book cart. There was another program called Family Night at the Children's Library where they invited families to come to the Rinconada Library to do a craft.

Ms. Pennington noted that it was good place to have neighbors see each other.

Ms. Jordan explained the Teen Volunteer Program and noted that a survey said teens did not feel appreciated and empowered. This was an opportunity for teens to feel valuable to their community.

Ms. Pennington looked at the Teem Program as teens servicing Palo Alto but Palo Alto was providing for them by allowing them to have a hands-on part in the community. There was a teen that started in the volunteer program at age 14 and ended up getting hired as a Library Page. She met up with two teen volunteers that were in college now and they did not think teen volunteers would still be in touch.

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Vice Mayor Kniss questioned how many teen volunteers there were at any one time.

Ms. Pennington explained that it varied and there was a six month commitment. Some of the teen volunteers asked to stay on after their commitment; every year there were about five to six regular volunteers.

Ms. Jordan noted that there were male teen volunteers too.

Ms. Pennington relayed an experience of a boy that came from China to volunteer; he went to the Noon-year Count-down event, was a big help, and came to the event the following year.

Vice Mayor Kniss remarked that what was really being talked about was kids feeling connected; kids that were connected were in a much better place than kids that were not connected because kids needed to have one safe person in their life, which was beneficial for their development.

Ms. Pennington had teens run their first book club called the Society of Book Worms. Staff picked out the book but the teens picked out the activities. There were four teens that were involved in the planning; the teens felt empowered. The teens did not always know what to do but there was Staff available to help direct them. The Staff commented on how important the teen volunteers were.

Ms. Jordan said there was a Parenting Program that collaborated with Parents Place; Parents Place provided speakers, while the Library provided place for the class. This class was going to be moved to the Rinconada Library, once it opened in January. This was a way of educating parents. Another program the library offered was called Paws to Read where therapy dogs were brought in and children signed up to read to the dogs. The dogs were not judgmental, they did not correct or stop the student while reading. She was strict about not allowing parents in during this program because parents wanted to correct.

Vice Mayor Kniss wanted clarification on how this program worked.

Ms. Jordan explained that there were volunteers that had therapy dogs or service dogs that came to the library and children signed up to read to the dogs to practice their reading. She relayed an experience where a parent came out of the program upset because her son did not read at home but was just reading for 20 minutes to a dog.

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Vice Mayor Kniss confirmed that the dogs were service dogs.

Ms. Jordan said that for insurance purposes, only the service dogs were allowed. The Paws to Read volunteer dogs came for the teens as well. She discussed the MakeX program, Teen Mobile Makerspace program which was a team created, teen run program for teens where teens were able to share their technical expertise. Another program was called Story Time, done by volunteers. There was a Friday Fun and Crafty Corner program at Mitchell Park Library and the Children's Library and involved playing board games.

Ms. Pennington discussed Homework Help and said there were different resources for students to get online homework help. There were booklets for younger kids to read and there was online interaction. The Library had tablets for students to check out and use for interactive learning activities. One of the inquiries at the last School District fair was for online homework help because people wanted availability 24 hours a day, seven days per week.

Nancy Pang, Education Technician and Libraries Coordinator was with the School District for six years and was working with the Libraries the whole time. There were 17 libraries at the 17 schools, which had an Instruction Materials Center where book processing was done. There was a technician used to catalog books, including all e-books. The School District Librarians were certificated and credentialed teachers that had the additional credentials for Library Services. They taught the Information Literary Skills curriculum and they taught students about selecting a book to check out. The students learned about books, who the authors were and in high school they learned how to properly do research, how to conduct their research and how to look for sources online. Part of the teacher librarian's jobs included addressing digital citizenship because the libraries were the first place where children went online; internet safety was important, as well as understanding online bullying. They were mandated to teach children how to conduct themselves online because the program received money from the Federal Government for that. Children were taught about plagiarism, what copyright was and how to properly site sources. Circulation was important; there were 302,000 resources checked out last year, which included print, video and equipment check out. Regarding processing materials, the libraries added about 6,000 titles per year and they accepted donations. The libraries served 12,500 students, approximately, and the schools had 700-800 teachers. The parents at the schools were also volunteers, along with student volunteers that helped at lunch time and after school. The resource materials were changing because the print materials were at about

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350,000, adding about 6,000 per year but the libraries also got rid of about 6,000 resources per year.

Council Member Schmid wanted to know what the schools did with the materials they got rid of.

Ms. Pang answered that they did not get rid of all 6,000 of their materials because many of them stayed within the School District and within the classrooms; they just ceased circulation within the library systems. The materials that were truly discarded went to the Friends of the Library program and online resources were increasing. For a higher level of research, the schools acquired ebrary, which was an online library resource that enabled people to have access to 8,000 online, non-fiction materials and was primarily used at the high schools. Safari Montage was a large video library system that students could access, along with e-books. The overdrive collection of the libraries was fiction, but the libraries were classics oriented; they had books available that students needed for book reports and classroom needs. Their partnership with the City Library's was ongoing and they worked with the librarians within the City for a variety of programs. The school library staff was discussing how they could do more because they found that kids did not have library cards, even at the middle school and high school level. The City Library representatives came to the schools in the past to demonstrate their databases, to show students what was available, to introduce them to e-books and to introduce them to the summer reading program. The City Libraries were promoted because they had a lot of good resources. School librarians used a web-based program where they posted resources that were good for teachers and students to use. The school libraries were now available 24 hours a day, seven days per week. She noted the library card awareness and suggested making a video with the City that identified what the teacher librarian's role was, and what the City Librarian's role was.

Vice Mayor Kniss wanted to know if the City and the school libraries had a formal mechanism of coming together.

Ms. Jordan noted that the City Librarians attended the school library meetings.

Vice Mayor Kniss clarified that the two libraries were in touch informally.

Ms. Pang explained that she met with the teacher librarians once a month.

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Future Meetings and Agendas

Vice Mayor Kniss said there was going to be a change of the City School Liaison Committee (Committee) at the beginning of the new year. She wanted to know if there was going to be a change amongst the School Board Member's as well.

Heidi Emberling, Palo Alto Unified School District, School Board Member relayed that there were two new members to the School Board.

Council Member Schmid wanted to know when the first meeting was going to be in 2015.

Cathy Mak, Palo Alto Unified School District, Chief Business Officer answered that it was the third Thursday of the month. There were no meetings in January.

Vice Mayor Kniss relayed there needed to be time for the Council assignments to be made.

Ms. Mak planned on sending out a list of topics in January 2015 of what was discussed in 2014, and what will be discussed in 2015.

Ms. Emberling inquired whether either Vice Mayor Kniss or Council Member Schmid were going to be on the Committee in 2015.

Vice Mayor Kniss was unsure.

Council Member Schmid thought it was good to have some change and inquired about a demographic report that was done.

Ms. Mak recalled that last February, 2014 there was a discussion on Youth Community Services (YCS).

Council Member Schmid clarified that he was looking for the annual demographic report.

Ms. Emberling answered that was released at the last School Board meeting.

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Ms. Mak continued that in 2013 some topics were: District City Updates, City Relationships with Foreign Cities and last year they discussed YCS.

Ms. Emberling thought discussing YCS was good and thought it was good for the Committee to hear the demographer's projections.

Council Member Schmid agreed.

Ms. Mak suggested having two items for the February 2015 meeting.

Vice Mayor Kniss felt that the demographic report was important in determining whether there was going to be a 13th elementary school.

Ms. Emberling agreed and said it also helped in planning for housing.

Council Member Schmid thought it was critical.

Vice Mayor Kniss relayed that the Buena Vista Mobile Home Park was still an issue.

ADJOURNMENT: The meeting was adjourned at 10:18 A.M.