



## LIBRARY COMMISSION MINUTES

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Regular Meeting of Tuesday, December 4, 2002  
Los Altos Main Library  
13 South San Antonio Road, Los Altos, California 94022

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### **ROLE CALL:**

Chair Julie Iskow called the meeting to order at 6:30 p.m.

Present: Chairperson Iskow, Commissioners Buseti, Harrison-Brown, Lamparter, Lopez, Takle Quinn, and Thurber.

Also Present: Los Altos Community Librarian Cheryl Houts, County Librarian Susan Fuller, Friends of the Library President Mary Lou Ferguson and City of Los Altos Liaison Donna Bauer.

**Approval of Minutes:** To be reviewed at regular meeting of January 8, 2002.

### **Public Comment:**

There was no public comment presented to the Commission.

### **Reports:**

#### **1. Cheryl Houts, Los Altos Community Librarian**

Cheryl reported that the landscape around the library had received some work from the City Public Works Department. The Library was very thankful.

#### **2. Susan Fuller, County Librarian**

Susan reported that ERAF Bill was still being discussed and announced that Senator Jackie Speier had met with several bay area library directors and trustees including Jim Thurber and Julie Iskow in regards to putting forth efforts to get the ERAF Bill on the governor's desk again in February 2002.

Susan also reported that the JPA had introduced a new policy that excludes any representative whose city is involved in a lawsuit or potential litigation from participating in closed sessions related to the issue(s).

Susan reported that the cities represented by the JPA had all agreed to the new JPA Agreement and that the Board is now considering a campaign necessary for passing a bond to assure future library funding.

Susan also made comments regarding the reduction in funding that cities and Counties are experiencing in relation to our nation's economic status. She informed the Commission that the County Library was not a recipient of sales tax and that our major source of income is parcel tax dollars based on property values which would experience a decline with the next assessment. She indicated that the County Library would be in a holding pattern this next fiscal year.

**3. Mary Lou Ferguson, Friends of the Library**

Mary Lou announced that a Friends volunteer Barbara Bryson received a volunteer award. She also announced that the next general meeting would be held on January 3, 2002. The holiday book sale raised \$4,000. The next book sale will be held on January 18, 19 and 20, 2002.

**NEW BUSINESS**

**1. Review of City Council Report**

The Commission reviewed and discussed the draft report to be presented at the joint Library Commission and City Council meeting scheduled to follow immediately at the close of the regular meeting. The Commission discussed how the report would be presented and what would be highlighted in regards to the Commission's priorities and current issues.

**ONGOING BUSINESS**

**1. Community Input Survey/Focus Groups**

No report.

**2. Parking, Traffic Flow, Lights**

- a. **One Minute Parking** - The Commission discussed ways to enforce the one-minute parking. It was recommended that an article be presented in the local paper to announce the new enforcement efforts, allow a one-week grace period and begin enforcing after the one week.
- b. **Book-Drop, Compact Parking and Lighting** - Chairperson Iskow reviewed the letters that were addressed to the City Council in regards to the book-drop, compact parking and lighting issues.

**3. Publicity for Library Activities**

No Report

**4. Endowment**

Commissioner Takle Quinn announced that the Endowment Fund had been set-up.

**PUBLIC COMMENT**

No public comment.

**COMMISSION COMMENT**

No Commission comments.

**FUTURE AGENDA ITEMS**

**OTHER ITEMS**

Due to the holidays, the next Library Commission will be held on Tuesday, January 8, 2002, at 5:30 p.m. at the Woodland Branch Library.

Cheryl announced that the library received an anonymous donation of \$5,000.

**ADJOURNMENT**

Meeting was adjourned at 6:55 p.m.

Respectfully submitted by  
Donna Legge, City of Los Altos Recreation Supervisor  
Liaison to the Library Commission



**CITY OF LOS ALTOS  
RECREATION DEPARTMENT**

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Los Altos, California 94022  
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November 26<sup>th</sup>, 2001

Honorable Mayor and members of the City Council:

Recently, the Los Altos Library Commission, through former Mayor King Lear, asked the Council to stop work on revising part of the driveway next to the Library to accommodate an external book drop. The Council had allocated approximately \$32,000 for this project. Since funds are not available for major remodeling inside the Library to accommodate the book drop, however, the Commission and the Library staff decided to discontinue related work on the driveway. It was decided that funds could be used more efficiently and effectively on other related projects.

Without the external book drop though, the problems associated with returning Library items still remains. The Library staff has requested that we reconfigure the current book drop inside the library to make it more secure and less cumbersome for staff to use, and more user-friendly and easier for patrons to return library items. This would require some design work by an architect familiar with Library planning and a small amount of construction.

It is estimated that this project would take less than \$32,000 although the exact amount is unknown until drawings and an estimate are developed.

Therefore, the Library Commission, with the full backing of the Library staff, **requests that the funds for the driveway be redirected to the reconstruction of the book return area and that an architect and contractor be retained to undertake this work.** Thank you for your consideration of our request.

Sincerely yours,  
Julie Iskow, Chair  
Los Altos Library Commission



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November 26<sup>th</sup>, 2001

Honorable Mayor and Members of the City Council:

The Library Commission is scheduled to meet with the City Council on December 4<sup>th</sup>. We have prepared a memorandum that has been forwarded to you separately, but there are two items that will require Council action that we'd like to bring to your attention.

The first involves the long-needed lighting improvements in the Library parking lot. We have brought this to the attention of the City staff numerous times. We've also brought this to the attention of the City Council for several years at the Commission's annual study session with the Council. But the lighting issues remain. Recently, when improvements were made to the driveway at the History House Educational Center, there was a perception that reflection from the new lights would take care of the lighting problems around the Library. Unfortunately, this is not the case. The lighting is still insufficient, and there is still a real problem of safety for both our patrons and the City and Library staff. We urge you to visit the parking lot after dark before the Library closes at 9 pm, to understand our request for lighting improvements. **It is the Commission's recommendation that the existing lights be made brighter, and that more light fixtures be installed.**

Secondly, since we have learned that it is impossible for the police to enforce the compact designation on the library parking spaces, **we request the compact car designations near the library front entrance be removed and that the spaces be widened by one foot to the regular size.** One parking space at most will be lost by this move, but the resulting elimination of public frustration would more than make up for the loss.

We have received many negative comments from library patrons concerning the compact parking places across from the Library's main entrance. There are 14 compact spaces, and in spite of the signs, patrons in large cars, some even in the largest SUVs, park in these spaces. This leaves a very narrow space for people exiting or entering cars, which can result in door dings and hard feelings, particularly among compact car owners who feel their rights have been trampled on.

We realize there are 24 other parking spaces in the area around the Library marked for compact cars, but it is the row of spaces across from the main door that is of primary concern at this time. We look forward to discussing these items with you on December 4<sup>th</sup>.

Sincerely yours,  
Julie Iskow, Chair  
Los Altos Library Commission

Library Commission  
December, 2001, Minutes