



MEMORANDUM

Library Services Department

DATE: October 16, 2017
TO: Library Board of Trustees
FROM: Rosanne Macek, Library Services Director
SUBJECT: **Library Report**

5.1 BROWN ACT PRESENTATION

Nicole Wright from the City Attorney's office will present an overview of the Brown Act.

5.2 REMODEL UPDATE AND ARTWORK FOR NEW CHILDREN'S AREA

We are in the process of finalizing the contract for our construction contractor who will then provide us with a schedule of the work. I expect construction to begin in about a month and to be complete by the end of the fiscal year. I will share the exact schedule with you as soon as I have it.

The Visual Arts Committee recommended artwork for the entrance to the new children's area. This was presented to the City Council and unanimously approved at their meeting on October 3, 2017. A copy of the staff report is included in your packet. Here is an image of the art:



The Mountain View Voice ran a story on the artwork which you can read here:

<https://mv-voice.com/news/2017/10/10/council-oks-art-installation-for-childrens-library>

In preparation for the construction in the children's area, two storage containers have been placed in the Franklin Street surface parking lot. The shelving and other materials that are removed from the children's area will be stored in these containers until they can be returned to the space after construction is complete and the new carpeting has been installed.



While not visible to the public, we are also doing some work behind the scenes. Our Support Services staff is moving from the first floor to the second floor on October 13, and will be temporarily located in the area where we formerly housed back issues of print periodicals. Their current staff area will be reconfigured to accommodate both Support Services and Children's staff. Once that work is complete, both departments will move into the new area on the first floor. Then the former periodical area will be remodeled and made into a new reading area for the public.

We are putting together our communication strategy for keeping the public informed about the remodel. We have large posters at both reference desks showing the floorplans, we have a first draft of a Frequently Asked Questions document, and we will be creating a special section on our website with information about the project and regular updates. Once the construction schedule is known we will ramp up our efforts to share that with the public.

5.3 BENCHMARK REPORT - DISCUSS GOALS AND CONTENT

The Library Board has been producing a benchmark report since 2005. Attached is the original report. The original goals seem to have been to provide context for the FY 2005-06 budget and restore the \$50,000 that was cut from the materials budget. Also attached is the most current report that was completed last spring. My recommendation is to review the goals of the report and discuss roles and responsibilities of the Library Board and Library Director.

5.4 LIBRARY COLLECTION REPORT

See separate attached report.

5.5 REVIEW MEETING DATES FOR NOVEMBER, DECEMBER, JANUARY, AND FEBRUARY

With meeting dates the third Monday of each month, the regular meetings dates would be November 20, December 18, January 15, and February 19. With only 4 current Board members, it will be important to review schedules for November and December to ensure a quorum is available. Also, the January and February meetings will need to be rescheduled since those days are City holidays for Martin Luther King Day and Washington's Birthday.

UPCOMING PROGRAMS

October 17, 7:00pm: **Maximizing Your Social Security Benefits after the Bipartisan Act.** “When Should I Take Social Security?” is a common question asked by retirees. At this workshop, learn the strategies that are now available after the changes made in the Bipartisan Budget Act of 2015 to maximize social security benefits for your household.

October 19, 7:00pm: **The Multilingual Child.** Early childhood is an excellent time for second language acquisition. Learn about the windows of opportunity and ways to help children retain and build on the languages they are learning.

October 21, 2:00pm: **Festival of Lights: Diwali Celebration.** With her distinct stage presence, Deepa Menon leads her audiences with effortless ease and grace through a whole range of aesthetic dance experiences. Join her and her students in celebrating Diwali – the festival of lights.

October 23, 7:00pm: **Halloween Folded Book Art.** Turn an old book into a sculpture simply by folding down the corners of the pages.

October 25, 7:00pm: **Journeys to Mars.** In this presentation, we will examine the spectacular surface of Mars, look back at what we have learned from past missions, and look forward to where we will go in the future, including an examination of some potential landing sites for the first human missions to Mars. The presenter is Brian Day who is the Lead for Lunar and Planetary Mapping and Modeling at NASA’s Solar System Exploration Research Virtual Institute.

October 26, 7:00pm: **Adult Craft Night: Make a Sugar Skull for Día de los Muertos.** Blank sugar skulls (calaveras) and colorful decorations will be provided.

October 28, 2:00pm: **SPOOK-ULELE: Costume Party & Halloween Jam.** Our usual Monday night jam is moving to Saturday, October 29th to celebrate Halloween. Bring your ukulele (or borrow one of ours), and join us to sing and play Halloween songs.

October 31, 10:30am: **Awesome October Dance Party.** Move and groove with scarves, shakers and action songs! For children ages 0-5 and their families. This will be a special costume dance party to celebrate Halloween. We will also be doing **trick or treating in the library** from 11:00am to 4:00pm.

FRIENDS OF THE LIBRARY BOOK SALE

Funds raised by the Friends from book sales are used to support the Library's collections and programs. The Book Sale will be at the Bookmobile garage behind the Library.

Saturday, October 28

9:00 am - 9:45 am Members-only Sale

10:00 am - 4:00 pm General Sale

Sunday, October 29

11:00 am – 4:00 pm Bag Sale

HOLIDAY CLOSURES

The Library will be closed November 10-11 for Veteran's Day and November 23-24 for Thanksgiving.