

**NORTH COUNTY LIBRARY AUTHORITY LIBRARY
REDEVELOPMENT TASK FORCE**

THURSDAY, OCTOBER 25, 2018 – 4:00 P.M.

Orchard Room
Los Altos Library
13 South San Antonio Road, Los Altos, California

ESTABLISH QUORUM

ITEMS FOR CONSIDERATION/ACTION

1. Meeting Minutes: Approve the minutes of the October 11, 2018 meeting
2. Process for Task Force: Discuss the structure and process of the Task Force, in particular the various subcommittees previously formed
3. Recommendation to NCLA: Discuss and develop a recommendation to be sent to the NCLA Board regarding funding for potential education and/or fundraising consultants
4. Outreach Consultant/Fundraising Team Report: Receive a report from the Outreach Consultant/Fundraising Team and discuss potential criteria to be considered for selecting an outreach consultant
5. Education/Marketing/Content Team report: Receive a report from the Education/Marketing/Content Team
6. Education Consultant Exploration Team Report: Receive a report for the Education Consultant Exploration Team
7. Discussion of benefits of a new library: Begin developing a list of potential benefits of a new library to be used in an education campaign
8. Future meetings: Discuss possible topics for future meetings

ADJOURNMENT

SPECIAL NOTICES TO THE PUBLIC

In compliance with the Americans with Disabilities Act, the North County Library Authority will make reasonable arrangements to ensure accessibility to this meeting. If you need special assistance to participate in this meeting, please contact the Los Altos City Clerk 72 hours prior to the meeting at (650) 947-2720.

Agendas, Staff Reports and some associated documents for NCLA Library Redevelopment Task Force items may be viewed on the Internet at <http://www.losaltosca.gov/meetings>.

If you wish to provide written materials, please provide the Task Force Staff Liaison with 10 copies of any document that you would like to submit to the Task Force for inclusion in the public record.

For other questions regarding meeting procedures, please contact the Los Altos City Clerk at (650) 947-2720.

MINUTES OF THE MEETING OF THE LIBRARY REDEVELOPMENT TASK FORCE OF THE NORTH COUNTY LIBRARY AUTHORITY, HELD ON OCTOBER 11, 2018, AT 4:00 P.M. AT LOS ALTOS CITY HALL, 1 NORTH SAN ANTONIO ROAD, LOS ALTOS, CALIFORNIA

ROLL CALL

PRESENT: Cindy Hill, Chair (Los Altos Library Commission), Barbara Adey, Vice Chair, Karen Eberle, Suzanne Epstein (North County Library Authority), Steve Katz, Mary Jo Kelly (Friends of the Library), Catharine Kristian, Diane Schmidt, Bob Simon (Los Altos Library Endowment), Mark Rogge, and Nancy Tucker

ABSENT: None

ITEMS FOR CONSIDERATION/ACTION

1. Meeting Minutes

Action: Upon a motion by Bob Simon, seconded by Catharine Kristian, the Task Force approved the minutes of the September 27, 2018 meeting, by the following vote: AYES: Adey, Eberle, Hill, Katz, Kelly, Kristian, Schmidt, Simon and Tucker; NOES: None; ABSTAIN: None; ABSENT: Epstein and Rogge.

2. Presentation from Fundraising Consultant

The Task Force received a presentation from Alden Briscoe and Kathy Bella of Brakeley Briscoe regarding the potential services of a fundraising consultant.

3. Outreach Consultant/Fundraising Team Report

Mark Rogge presented the update from the Outreach Consultant/Fundraising Team and presented a draft preliminary budget request to be further refined and recommended to the NCLA Board by the Task Force. Task Force members discussed the draft preliminary budget and provided feedback to the Team.

4. Education/Marketing/Content Team Report

Diane Schmidt presented the update from the Education/Marketing/Content Team. Task Force members discussed potential next steps, including timing of a future election and the potential engagement of a consultant.

5. Future meetings

The next meeting of the Task Force will be October 25, 2018 at 4:00 p.m. to potentially include discussion of a potential recommendation to NCLA for funding for a consultant, discussion of the process and task structure of the Task Force and discussion of the potential benefits of a new library.

ADJOURNMENT

Chair Hill adjourned the meeting at 6:06 p.m.