

SVLS Administrative Council Meeting Agenda

**Palo Alto City Library (Mitchell Park Branch)
3700 Middlefield Road
Palo Alto, CA 94303**

**January 11, 2018
10:00 a.m.**

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|-------|--|-------------------|--------------|
| I. | Call to Order and Introductions | Keith | |
| II. | Adoption of Agenda (Action Item) | Keith | |
| III. | Approval of the September 28, 2017 Minutes (Action Item) | Keith | Attachment 1 |
| IV. | New Business | | |
| | A. Consideration to Reconvene SVLS Collections and Technical Services Group | Ziesenhenne | |
| | B. PLP Student Success Initiative Update:
Los Gatos Public Library and Palo Alto City Library | Baker/Ziesenhenne | |
| | C. PLP Regional Networking Event for Library Groups | Alvarez/Jackson | |
| V. | Reports | | |
| | A. Silicon Valley Reads Update | Howe | |
| | B. PLP Executive Committee Update | Macek/Ziesenhenne | |
| | C. Report of System Administration | Alvarez/Jackson | |
| VI. | Agenda Building and Selection of Next Meeting Date | | |
| VII. | Public Comment (Individuals are allowed three minutes, groups in attendance five minutes. It is a system policy to refer matters raised in this forum to staff for further investigation or action if appropriate. The Brown Act prohibits the Administrative Council from discussing or acting on any matter not agendaized pursuant to state law). | | |
| VIII. | Announcements and Reports from Libraries | | |
| IX. | Adjournment | | |

SVLS Administrative Council Meeting

Minutes

Thursday, September 28, 2017

Santa Clara City Library (Central Park Branch)
2635 Homestead Road
Santa Clara, CA 95051

Council:

Hilary Keith, Chair, Santa Clara City Library
Ryan Baker, Los Gatos Public Library
Cynthia Bojorquez, Sunnyvale Public Library (Call-in)
Jean Herriges, San Jose Public Library
Nancy Howe, Santa Clara County Library
Rosanne Macek, Mountain View Public Library
Monique Ziesenhenne, Palo Alto City Library

System Staff:

Carol Frost, PLP
Mary Alexander, PLP

- I. **Call to Order:** The meeting was called to order at 2:06 by Chair Hilary Keith.
- II. **Adoption of Agenda:** The Agenda was adopted as distributed. (M/S Ziesenhenne/Herriges)
- III. **Approval of the January 12, 2017 Minutes:** The Minutes were approved. (M/S Ziesenhenne/Macek)
- IV. **New Business**
 - A. **SVLS Fund Balance Update and Discussion:** Carol Frost gave an update on the SVLS Fund Balance. Annually, \$5,000 of the Fund Balance is used to support *Silicon Valley Reads*. Carol shared the BALIS Priorities Survey. No action was taken on this item.
 - B. **PLP Funding for Staff Development Initiatives and Activites:** Cynthia Bojorquez reviewed the *Librarian's Guide to Homeless Training* staff development activity, which was supported by the PLP Staff Development Initiatives and Activites Fund.
- V. **Reports**
 - A. **Update on the Discontinuation of the Shared SJPL/SJSU Catalog:** Jean Herriges reported that San Jose State University has implemented the shared ILS with other California State University Libraries, and SJPL and SJSU no longer have a shared ILS. Development is under way to search each others' catalogs automatically. Public library patrons with a SJSU Community User Account are still able to check out San Jose State University Library resources.

- B. *Silicon Valley Reads*:** Nancy Howe announced that the topic for 2018's *Silicon Valley Reads* is "Resilience." The SVLS logo will be displayed in marketing materials for the 2018 program.
- C. **PLP Executive Committee Update:**** Monique Ziesenhenne updated the group on several items. The Analytics on Demand subscription has been renewed for 18 months, and enki has been renewed for an additional 12 months. Applications for Innovation and Technology Opportunity Grants were due September 30. PLP will host an New Literacy Forum event at the San Mateo Public Library on October 3. The PLP Executive Committee issued a letter to the State Librarian regarding "contiguous borders" regulatory language between library jurisdictions.
- D. **Report of System Administration:**** Carol Frost announced that Yemila Alvarez has been hired as the PLP Assistant Director. In December there will be a call for funding for training workshops for PLP libraries. The News Literacy Working Group has been established and will be creating a toolkit for libraries. There will be a lunch event for Bibliotheca cloudLibrary at the California Library Association Conference on November 2 in Riverside.
- VI. **Agenda Building and Selection of Next Meeting Date:**** The next meeting will be held on January 11, 2018 at 10:00 a.m. at the Mitchell Park branch of the Palo Alto City Library.
- VII. **Public Comment:**** None.
- VIII. **Announcements and Updates from Libraries:**** No reportable action.
- IX. **Adjournment:**** The meeting adjourned at 3:45 p.m.