

Board of Library Trustees Work Plan - updated 12-6-2021

Category	Item	Comments	Status
Development	Explore opportunities for Library services in upcoming developments. Patrick Henry Specific Plan has potential. Monitor progress and work with City Librarian to advocate for library presence in plan.	Joint City Council/Planning Commission study session on Dec. 7 may inform future developments.	Ongoing
General Plan	Library incorporation into General Plan; Continue using numbers as an approach to planning; Address future library needs in relation to increasing population	The Library's creation of a facilities master plan or strategic plan may provide groundwork for how Library will be included in General Plan (11/1/21 BOLT meeting). The Patrick Henry Development may be an opportunity to integrate such planning.	Ongoing
Developer Impact Fees	Explore how developer impact fees are used elsewhere to support library services. Advocate for their use in Santa Clara.	City Librarian has discussed with City Manager staff; diversification of funding is a strong and supported concept with timing needed 11/21	Ongoing
Placemaking	Explore ways to enhance and utilize areas surrounding libraries to attract new users	Board provided input to Parks and Recreation on the City Plaza Park Gazebo Enhancement Project. Update: City Librarian to meet with Parks and Rec Director on monthly basis. City Librarian developing chart of Community Based Organizations including schools to reach out and explore new ideas 11/21	Ongoing
Community Rooms	Assess community room fee structure.	In development; limited launch on Study Rooms in August; Initial meetings held with Finance and Parks & Recreation to streamline community room fee structure and policies (Phase II of Municipal Fee Schedule). Public Hearing on 10/22/19, and adoption 11/19/19; fees are suspended for now. BOLT and P&R Commission had public meetings on October 15, 2019 to review an initial staff proposal. Both bodies provided valuable feedback that requires additional staff work. As such, the Community Room Rental fee structure proposal will be brought forward to Council under separate cover at the 12/17/19 Council meeting. 12/2/2019: Meeting with CMO this week to develop recommendation to Council Study Session on 12/17/19 ; Discussion on March 17, 2020 for a follow-up study session and on March 31, 2020 with final recommendations 11/19/2021 - Item has not be addressed due to COVID. No additional movement from City at this time. Monthly meetings with Park and Rec should elevate discussion - focus may need to be different mission/scope/service to residents	Ongoing