

Report to the Library Board December 28, 2007

Old Business: Action needed on the Southwest Neighborhood Plan

The Library Board is a referral agency for the Southwest Neighborhood Plan that is scheduled to go before the Common Council in January. Please see the *Overview: Meadowridge Branch, December 2007* document in your packet. This is a brief analysis of the current Branch facility and services in light of the recommendations of Southwest Neighborhood Plan. Our recommendation is to pass the Southwest Neighborhood Plan as presented, and then roll the discussion of future services and resources at Meadowridge into our own proposed facilities planning process.

Planning for Library's Facilities Development

I spent some quality time with Google regarding library facilities planning looking for library facilities planning processes. What I found out: It's important to clearly define at the outset what we intend the outcome(s) of our planning process to accomplish. Future demographic information can indicate where centers of population will be for helping to determine the sites for future new branches. But we also need to look at social trends to help define what future community-based library services those facilities are intended to provide. We also need to include planning for the future of the existing libraries located in our more established urban neighborhoods, as suggested by the recommendations in the Southwest Neighborhood Plan. Please look at the excerpt from the Solano County (CA) Library Facilities Master Plan for an example of one quite elaborate community-based planning process, in your packet.

New Business – Request for reconsideration of ban

The Board needs to act on a request from James Bowers asking for a Library Board hearing to reconsider his banning from the Library, issued November 29th; see enclosure.

New Business: Proposed procedure for enabling direct communication with the Madison Public Library Board

In your packet is a proposal for a change in how members of the public communicate with the Library Board. This is motivated by a communication that some or all of you received regarding my unsatisfactory response to a request for Library Board information. The intent of this proposal is to establish an official procedure to make it easier for members of the public to communicate directly with the Library Board. The suggested change to current procedures would add to our web site an email address, MadisonPublicLibraryBoard@cityofmadison.com, which provides an easy, convenient and inclusive method for people to communicate directly with the Board. This email address would link to each of your individual email addresses and to the Library Administration email address, which would trigger the inclusion of the communication for the next Board meeting agenda. All Board members then receive the same information, submitted at the same time, and the complaint or issue can be reviewed in open session at the next scheduled Board meeting, if warranted, and if the person so requests. This process also takes the burden off individual Board members to respond before the full Board has discussed the issue in open session and makes it easier for staff to inform people how to move forward with their issue or complaint, assuring an open and transparent process.