



## **NORTH COUNTY LIBRARY AUTHORITY AGENDA REGULAR MEETING**

**5:00 PM - Monday, September 15, 2025**

***via Videoconference and In person at the Los Altos Community Center; Birch Room  
(sign on details below)***

**PARTICIPATION:** Members of the public may participate by being present at the Los Altos Community Center inside the Birch Conference Room located at 97 Hillview Ave, Los Altos, CA 94022. Public comment is accepted in person at the physical meeting location, or via email to [cmansel@solutions-mrg.com](mailto:cmansel@solutions-mrg.com).

**REMOTE MEETING OBSERVATION:** Members of the public may view the meeting via the link below but will not be permitted to provide public comment via Zoom or telephone. Public comment will be taken in person, and members of the public may provide written public comment by following the instructions below.

Participants who wish to observe remotely from outside the United States should email [cmansel@solutions-mrg.com](mailto:cmansel@solutions-mrg.com) to arrange for international access to the meeting.

Time: September 15, 2025 5:00 PM

<https://us06web.zoom.us/j/84309027006?pwd=VZa0KfTvANQ1OIaDTTkhYpxNH7GFJx.1&from=addon>

Meeting ID: 843 0902 7006

Passcode: 979769

Mobile Phone access: +16699006833,,84309027006#,,, \*979769# US (San Jose)

**TO SUBMIT WRITTEN COMMENTS:** Prior to the meeting, comments on matters listed on the agenda may be emailed to [cmansel@solutions-mrg.com](mailto:cmansel@solutions-mrg.com). Emails sent to this email address are sent to/received immediately by the Authority. Please include a subject line in the following format:

**PUBLIC COMMENT AGENDA ITEM ## - MEETING DATE**

Correspondence received prior to 4 PM on the date of the meeting will be included in the public record. Please follow this link for more information on submitting written comments:  
<https://www.losaltosca.gov/cityclerk/page/public-comments>.

**Public testimony will be taken at the direction of the President, and members of the public may only comment during times allotted for public comments.**

**ESTABLISH QUORUM****PLEDGE OF ALLEGIANCE****PUBLIC COMMENTS**

Members of the audience may bring to the Authority's attention any item that is not on the agenda. Speakers are generally given two or three minutes at the discretion of the President. Please be advised that, by law, the Authority is unable to discuss or take action on issues presented during the Public Comment Period. According to State Law (also known as "the Brown Act"), items must first be noticed on the agenda before any discussion or action.

**ITEMS FOR CONSIDERATION/ACTION**

- 1. Approval of Minutes** for Regular Meeting on 6/23/25
- 2. Approval of Current Invoices for Payment**
  - a. MRG February, May – August 2025 Invoices
- 3. Approval of Fund Disbursement for Phases 2 and 3 of the Library Renovation Project**
  - a. Los Altos City Staff Report
  - b. Presentation by Anderson Brule Architects
  - c. Authorize the transfer of \$1,254,000 for Phases 2 and 3 of the Project from the NCLA to the City of Los Altos.

**INFORMATIONAL ITEMS**

- 1. Financial Update**
  - a. General Ledger FY2526
  - b. County Controller Statement as of 9/8/2025
  - c. Budget V Actual FY2526 as of 9/18/2025
- 2. Receive report from Santa Clara County Library District**
- 3. Receive report from Community Librarian**

**COMMISSIONERS' REPORTS AND COMMENTS****NEXT MEETING DATE****ADJOURNMENT****SPECIAL NOTICES TO PUBLIC**

In compliance with the Americans with Disabilities Act and California Law, it is the policy of the City of Los Altos to offer its programs, services and meetings in a manner that is readily accessible to everyone,

including individuals with disabilities. If you are a person with a disability and require information or materials in an appropriate alternative format; or if you require any other accommodation, please contact department staff. Advance notification within this guideline will enable the City to make reasonable arrangements to ensure accessibility. The City ADA Coordinator can be reached at (650) 947-2607 or by email: [ada@losaltosca.gov](mailto:ada@losaltosca.gov).

Agendas, Staff Reports and some associated documents for the North County Library Authority items may be viewed on the Internet at <https://www.losaltosca.gov/nclibraryauthority>.

If you wish to provide written materials, please provide the Staff Liaison with **10 copies** of any document that you would like to submit to the Authority in order for it to become part of the public record. For other questions regarding the meeting proceedings, please contact the City Clerk at (650) 947-2720.