



City of Santa Clara

Meeting Minutes

Board of Library Trustees

06/05/2023

6:00 PM

Hybrid Meeting
Edinger Room, Central Park Library
2635 Homestead Rd, Santa Clara, CA 95051
/Virtual Address

The City of Santa Clara is conducting the Board of Library Trustees meeting in a hybrid manner (in-person and continues to have methods for the public to participate remotely).

- Via Zoom:
 - o <https://santaclaraca.gov.zoom.us/j/85864257230>

Meeting ID: 858 6425 7230 or

- o Phone: 1(669) 900-6833

PUBLIC PARTICIPATION IN ZOOM WEBINAR: Please follow the guidelines below when participating in a Zoom Webinar:

- The meeting will be recorded so you must choose 'continue' to accept and stay in the meeting.
- If there is an option to change the phone number to your name when you enter the meeting, please do so as your name will be visible online and will be used to notify you that it is your turn to speak.
- Mute all other audio before speaking. Using multiple devices can cause an audio feedback.
- Use the raise your hand feature in Zoom when you would like to speak on an item and lower when finished speaking. Press *9 to raise your hand if you are calling in by phone only.
- Identify yourself by name before speaking on an item.
- Unmute when called on to speak and mute when done speaking. If there is background noise coming from a participant, they will be muted by the host. Press *6 if you are participating by phone to unmute.
- If you no longer wish to stay in the meeting once your item has been heard, please exit the meeting.

CALL TO ORDER AND ROLL CALL

Chair Evans called the meeting to order at 6:05 PM.

Approved to Excuse

Present 4 - Trustee Leonne Broughman, Trustee Debbie Tryforos, Vice Chair Jan Hintermeister, and Chair Jonathon Evans

Excused 1 - Trustee Stephen Ricossa

CONSENT CALENDAR

[23-728](#) Action on the Meeting Minutes of April 3, 2023

Recommendation: Approve Meeting Minutes of April 3, 2023

A motion was made by Trustee Tryforos, Seconded by Vice Chair Hintermeister, to approve Consent Calendar as a whole.

Aye: 4 - Trustee Broughman, Trustee Tryforos, Vice Chair Hintermeister, and Chair Evans

Excused: 1 - Trustee Ricossa

PUBLIC PRESENTATIONS

JoAnn Davis, Executive Director, Santa Clara City Library Foundation and Friends, gave an update on Foundation activities.

Tareq Faritous thanked the Library for the services it provides, and expressed interest in more Library open hours and more programs.

GENERAL BUSINESS

[23-729](#) Update to the Board of Library Trustees 2023 Work Plan

Recommendation: Approve and update 2023 Board of Library Trustees Work Plan to include outcomes and status updates.

City Librarian Wong updated the **Board of Library Trustees** of planning in progress to expand Library open hours to 8 hours per day, 6 days per week, including Saturdays, starting Fall 2023, contingent on successful recruitment of staff and **City Manager's Office** approval. The **Board** reviewed the Work Plan items (see Attachment 2). It was discussed that alternative funding to supplement General Fund Library funding was mentioned during budget discussions, and that options need to be provided. The **Board** reviewed and discussed the Onboarding Manual draft (see Attachment 1), and the draft budget for FY 2023-24 (see Attachment 3 and 5) .

STAFF REPORT

City Librarian Wong updated the **Board of Library Trustees** on the Library's plan to expand hours (see Attachment 4), and current recruitments of staff and staffing news. **City Librarian Wong** updated the **Board** on the status of Strategic Planning, grants being applied for, coordination for Library inclusion on the General Plan, the proposed budget and upcoming events.

TRUSTEES REPORT

The **Board of Library Trustees** discussed the **American Library Association's** Most Challenged Book List, reading a book from the list, the reconsideration process for challenged books, and intellectual freedom.

ADJOURNMENT

The meeting was adjourned at 8:01 PM.

A motion was made by Trustee Broughman, seconded by Vice Chair Hintermeister, to adjourn the meeting.

Aye: 4 - Trustee Broughman, Trustee Tryforos, Vice Chair Hintermeister, and Chair Evans

Excused: 1 - Trustee Ricossa

The Board of Library Trustees Meeting is adjourned to August 7, 2023, at 6:00 PM.

MEETING DISCLOSURES

The time limit within which to commence any lawsuit or legal challenge to any quasi-adjudicative decision made by the City is governed by Section 1094.6 of the Code of Civil Procedure, unless a shorter limitation period is specified by any other provision. Under Section 1094.6, any lawsuit or legal challenge to any quasi-adjudicative decision made by the City must be filed no later than the 90th day following the date on which such decision becomes final. Any lawsuit or legal challenge, which is not filed within that 90-day period, will be barred. If a person wishes to challenge the nature of the above section in court, they may be limited to raising only those issues they or someone else raised at the meeting described in this notice, or in written correspondence delivered to the City of Santa Clara, at or prior to the meeting. In addition, judicial challenge may be limited or barred where the interested party has not sought and exhausted all available administrative remedies.

If a member of the public submits a speaker card for any agenda items, their name will appear in the Minutes. If no speaker card is submitted, the Minutes will reflect "Public Speaker."

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