



City of Santa Clara

Meeting Agenda

Board of Library Trustees

Monday, November 5, 2018

6:00 PM

Northside Branch Library
Community Room
695 Moreland Way
Santa Clara, CA 95054

CALL TO ORDER AND ROLL CALL

CONSENT CALENDAR

The items listed on the CONSENT CALENDAR are considered routine and will be adopted by one motion. There will be no separate discussion of the items on the CONSENT CALENDAR unless discussion is requested by a member of the Board, staff, or public.

1.A 18-1342 [Board of Library Trustees Minutes of October 1, 2018](#)

Recommendation: Approve October 1, 2018 meeting minutes.

PUBLIC PRESENTATIONS

This portion of the meeting is reserved for persons to address the Board of Library Trustees on any matter on the agenda. The law does not permit the Board of Library Trustees action on, or extended discussion of, any item not on the agenda except under special circumstances. Commissioners or the staff liaison may briefly respond to statements made or questions posed and may request staff to report back at a subsequent meeting. Please limit your remarks to 3 minutes.

GENERAL BUSINESS

2 18-1238 [Preparation for Informational Joint Dinner Meeting with City Council on February 5, 2019](#)

Recommendation: There is no staff recommendation for this issue.

STAFF REPORT

18-1101 [Staff Report: Library Reports and Updates](#)

TRUSTEES REPORT

ADJOURNMENT

The Board of Library Trustees Meeting is adjourned to December 3, 2018, at 6:00 p.m.



City of Santa Clara

1500 Warburton Avenue
Santa Clara, CA 95050
santaclaraca.gov
@SantaClaraCity

Agenda Report

18-1342

Agenda Date: 11/5/2018

SUBJECT

Board of Library Trustees Minutes of October 1, 2018

RECOMMENDATION

Approve October 1, 2018 meeting minutes.



City of Santa Clara

Meeting Minutes

Board of Library Trustees

10/01/2018

6:00 PM

Mission Branch Library - Community Room
1098 Lexington Street, Santa Clara, CA 95050

CALL TO ORDER AND ROLL CALL

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

A motion was made by Vice-Chair Broughman, seconded by Trustee Ricossa to move Staff Presentation (18-1003) and Item 3, 2019 Board of Library Trustees Meeting Calendar (18-1081) to the beginning of the agenda.

Aye: 4 - Vice-Chair Broughman, Trustee Hintermeister, Trustee Ricossa, and Chair Kyo

[18-1003](#)

Staff Presentation

Librarian Amy Côté gave a verbal report on library programs and activities at Mission Branch Library.

3

[18-1081](#)

2019 Board of Library Trustees Meeting Calendar

Recommendation: There is no staff recommendation for this issue.

A motion was made by Vice-Chair Broughman, seconded by Chair Kyo to set the Board of Library Trustees Meeting Calendar for 2019 to convene every other month, with the first meeting on February 4, 2019.

Aye: 3 - Vice-Chair Broughman, Trustee Hintermeister, and Chair Kyo

Nay: 1 - Trustee Ricossa

PUBLIC PRESENTATIONS

Tracy Wingrove, Executive Director (Library Foundation and Friends) gave an update on Foundation activities.

CONSENT CALENDAR

- 1.A [18-976](#) Board of Library Trustees Minutes of August 6, 2018

Recommendation: Approve August 6, 2018 meeting minutes.

A motion was made by Trustee Hintermeister, seconded by Vice-Chair Broughman to approve Staff Recommendation, with a minor modification to the Minutes.

Aye: 4 - Vice-Chair Broughman, Trustee Hintermeister, Trustee Ricossa, and Chair Kyo

GENERAL BUSINESS

- 2 [18-1036](#) Update on Subcommittee for Library Opportunities

Recommendation: There is no staff recommendation for this issue.

City Librarian reported on her meeting with the Director of Parks & Recreation regarding Library collaboration opportunities with the Cultural Commission in 2019. The Library will partner with the Cultural Commission for Black History Month programming and musical troupe Tabia (February 2019) at Central Park Library.

City Librarian will coordinate a potential Special Meeting with the Cultural Commission and Board of Library Trustees for January 7, 2019.

Trustee Ricossa left the dais at 6:35 PM.

- 4 [18-1236](#) Action on California Library Services Act Funds from Pacific Library Partnership and Related Budget Amendment

Recommendation: Recommend to City Council to accept the California Library Services Act funds from Pacific Library Partnership in the amount of \$5,953 and approve a related Budget Amendment to appropriate the funds for digital content purchases through the Overdrive Northern California Digital Library consortium.

A motion was made by Vice-Chair Broughman, seconded by Trustee Hintermeister to approve Staff Recommendation.

Aye: 3 - Vice-Chair Broughman, Trustee Hintermeister, and Chair Kyo

Absent: 1 - Trustee Ricossa

STAFF REPORT[18-1054](#)

Staff Report: Library Reports and Updates

City Librarian and **Assistant City Librarian** gave a verbal report and an electronic presentation on activities and issues having an impact on the Library.

TRUSTEES REPORT

None.

ADJOURNMENT

The meeting was adjourned at 7:33 PM.

A motion was made by Vice-Chair Broughman, seconded by Chair Kyo to adjourn the meeting.

Aye: 3 - Vice-Chair Broughman, Trustee Hintermeister, and Chair Kyo

Absent: 1 - Trustee Ricossa

The Board of Library Trustees Meeting is adjourned to November 5, 2018, at 6:00 PM, Northside Branch Library, Community Room.



City of Santa Clara

1500 Warburton Avenue
Santa Clara, CA 95050
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Agenda Report

18-1238

Agenda Date: 11/5/2018

REPORT TO BOARD OF LIBRARY TRUSTEES

SUBJECT

Preparation for Informational Joint Dinner Meeting with City Council on February 5, 2019

BACKGROUND

On July 19, 2016, the City Council approved publicly noticed joint dinner meetings in an effort to increase communication between City Council and City Board, Committees, and Commissions. As a continued commitment to enhance communication with board, committees, and commissions, the City Council will meet with Board and Commissions for regular updates.

The Board of Library Trustees will provide the City Council with an update on current and potential future activities.

DISCUSSION

Pursuant to the Board of Library Trustees request during the Board meeting on October 1, 2018, a discussion in preparation for the February 5, 2019 informational joint dinner meeting with Council was referred to the November 5, 2018 meeting.

PUBLIC CONTACT

Public contact was made by posting the Board agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

RECOMMENDATION

There is no staff recommendation for this issue.

Approved by: Hilary Keith, City Librarian



Agenda Report

18-1101

Agenda Date: 11/5/2018

REPORT TO BOARD OF LIBRARY TRUSTEES

SUBJECT

Staff Report: Library Reports and Updates

BACKGROUND

As a regular part of the monthly Board meetings, Staff will provide information on activities and issues having an impact on the library.

DISCUSSION

The City Librarian will report and update the Board on current and upcoming library activities. Staff will also share a presentation on events held at the library in the previous month and review the attached monthly report.

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Approved by: Hilary Keith, City Librarian

ATTACHMENTS

1. Monthly Report: September 2018

