



City of Santa Clara

Meeting Minutes

Board of Library Trustees

02/16/2023

6:00 PM

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

Special Meeting

NOTICE IS HEREBY GIVEN that, pursuant to the provisions of California Government Code §54956 ("The Brown Act") and Section 708 of the Santa Clara City Charter, the Chair calls for a Special Meeting of the Board of Library Trustees to commence and convene on February 16, at 6:00 PM for a Special Meeting held in a hybrid manner, in-person and via Zoom, to consider the following matter(s) and to potentially take action with respect to them.

The City of Santa Clara is conducting the Board of Library Trustees meeting in a hybrid manner, in-person and via Zoom:

• Via Zoom:

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

Meeting ID: 858 6425 7230 or

Phone: 1(669) 900-6833

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

- 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 special meeting to order at 6:00 PM.

Trustee Broughman attended the meeting via Zoom virtually, under the Just Cause clause of AB 2449 due to illness.

Present 5 - Trustee Leonne Broughman, Trustee Debbie Tryforos, Vice Chair Jan Hintermeister, Trustee Stephen Ricossa, and Chair Jonathon Evans

CONSENT CALENDAR**PUBLIC PRESENTATIONS**

JoAnn Davis from the Santa Clara City Library Foundation and Friends informed the Board of the February 18th, 2023 book sale, the upcoming Librarypalooza fundraising event scheduled for April 29, 2023, and updates to the Foundation's website.

GENERAL BUSINESS

[23-192](#) Action on the Meeting Minutes of December 5, 2022

Recommendation: Approve meeting minutes of December 5, 2022

A motion was made by Vice Chair Hintermeister, seconded by Trustee Tryforos, to approve the Meeting Minutes of December 5, 2022.

Aye: 5 - Trustee Broughman, Trustee Tryforos, Vice Chair Hintermeister, Trustee Ricossa, and Chair Evans

[23-197](#) Strategic Planning Board Kick-Off Session

Recommendation: There is no staff recommendation. This item is informational.

Amanda Standerfer, president of Fast Forward Libraries, presented the Strategic Planning Board Kick-Off Session. The session included the Library's Strategic Plan timeline, an introduction to the strategic planning process and conceptual approach, and the **Board** participated in strategic planning activities.

STAFF REPORT**TRUSTEES REPORT****ADJOURNMENT**

A motion was made by Trustee Ricossa, seconded by Trustee Tryforos to adjourn the meeting at 8:15 PM.

Aye: 5 - Trustee Broughman, Trustee Tryforos, Vice Chair Hintermeister, Trustee Ricossa, and Chair Evans

The Board of Library Trustees Meeting is adjourned to March 6, 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."

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), the City of Santa Clara will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities, and will ensure that all existing facilities will be made accessible to the maximum extent feasible. The City of Santa Clara will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities including those with speech, hearing, or vision impairments so they can participate equally in the City's programs, services, and activities. The City of Santa Clara will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services, and activities.

Agendas and other written materials distributed during a public meeting that are public record will be made available by the City in an appropriate alternative format. Contact the City Clerk's Office at 1 408-615-2220 with your request for an alternative format copy of the agenda or other written materials.

Individuals who require an auxiliary aid or service for effective communication, or any other disability-related modification of policies or procedures, or other accommodation, in order to participate in a program, service, or activity of the City of Santa Clara, should contact the City's ADA Coordinator at 408-615-3000 as soon as possible but no later than 48 hours before the scheduled event.