



City of Santa Clara

Meeting Minutes

Board of Library Trustees

12/02/2024

6:00 PM

Hybrid Meeting
Mission Branch Library, Community Room
1098 Lexington St
Santa Clara, CA 95050

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 6:02 PM.

Present 4 - Chair Jonathon Evans, Vice-Chair Stephen Ricossa, Trustee Debbie Tryforos, Trustee Daniel Huynh

Absent 1 - Trustee Salim Mohammed

A motion was made by Trustee Huynh, seconded by Vice-Chair Ricossa, to excuse Trustee Mohammad.

Aye: 4 - Chair Evans, Trustee Huynh, Vice-Chair Ricossa, and Trustee Tryforos

Excused: 1 - Trustee Mohammed

CONSENT CALENDAR

- 1 [24-1170](#) Action on the Board of Library Trustees Meeting Minutes of November 4, 2024

Recommendation: Approve the Board of Library Trustees Meeting Minutes of November 4, 2024

A motion was made by Trustee Tryforos, seconded by Trustee Huynh, to approve Staff Recommendation.

Aye: 4 - Chair Evans, Trustee Huynh, Vice-Chair Ricossa, and Trustee Tryforos

Excused: 1 - Trustee Mohammed

PUBLIC PRESENTATIONS

JoAnn Davis, Executive Director of the Santa Clara City Library Foundation and Friends gave an update on Foundation activities. Information was shared on the December fundraising appeal, and that some long-term donors had doubled their donations. Over the holidays, it was shared that the Foundation would be closed the same days as the Library. Upcoming book sale times were shared, and the planned date for Librarpalooza 2025 was set for April 5. **Patty Wong, City Librarian** shared that she had met a family who had expressed their love of the Foundation's book sales, and thanked the Foundation for this good work. **JoAnn Davis** shared that the Saturday book sales took 120 volunteers, and that the community has become aware that the book sales take place the 3rd Saturday of every month.

GENERAL BUSINESS

- [24-1172](#) Informational Report on Library Services and Tour of the Mission Branch Library

Recommendation: Note and file informational report and conduct tour of the Mission Branch Library.

A presentation was shared with the **Board** by **Adina Aguirre, Program Coordinator** for Mission Branch Library. The presentation covered the history of the branch, the unique qualities of the branch, and its services and staff. **Program Coordinator Aguirre** gave the **Board** a brief tour of the branch. Staff then answered various questions from the **Board** about the branch's statistics, services, and programs.

[24-962](#)

Discussion on Libraries Nationwide Proclaiming Themselves as Book Sanctuaries

Recommendation: Recommend that City staff research options for declaring the Santa Clara City Library as a Book Sanctuary and identify potential next steps to implement the Board's direction.

Staff shared information with the **Board** on the Book Sanctuary movement, what it means to be a book sanctuary, and how that relates to current Library services and policies. Discussion addressed how libraries nationwide have responded to book sanctuary declarations, challenges to the freedom to read, and federal and state library funding.

A motion was made by Trustee Tryforos, seconded by Trustee Huynh, to approve Staff Recommendation.

Aye: 4 - Chair Evans, Trustee Huynh, Vice-Chair Ricossa, and Trustee Tryforos

Excused: 1 - Trustee Mohammed

[24-1200](#)

Informational Report on Comic Con 2024

Recommendation: Note and file informational report on Comic Con 2024.

An informational report was provided about Comic Con 2024, updating the **Board** on the events and activities, the strong positive community response, attendance, and outcomes.

[24-1201](#)

Informational Report on State Library Report FY 2023-24

Recommendation: Note and file informational report on State Library Report FY 2023-24.

Information was shared on the data and statistics submitted by Santa Clara City Libraries in the FY 2023-24 State Library Report.

STAFF REPORT

Discussion was held on the need to prepare an annual work plan for the **Board** to share with **Council**. There was discussion on process changes with work plan review with Council and upcoming action to revise and prepare a new work plan.

City Librarian Wong provided a status update on Strategic Plan and Facilities Master Plan efforts at the Library, and shared that they would probably be addressed together when brought to **Council**.

Comparative information with local and comparable library systems that had been previously requested by the **Board** was shared. Discussion included the General Obligation Bond that appeared on the recent ballot (Measure I), and how a similar measure that would have provided funding to build a new library in Sunnyvale did not pass.

Reminders were shared with the **Board**, including that there is no **Board** meeting in January, that the homeless count was scheduled for January and the **Board** was invited to participate. Information was provided about the Library further expanding open hours to include Sundays at Central Park Library starting January 26, 2025, from 1:00 PM to 5:00 PM. Closure of all system libraries on December 10, 2024 for a citywide staff recognition was shared.

TRUSTEES REPORT**ADJOURNMENT**

The Board of Library Trustees Meeting is adjourned to February 3, 2025, at 6:00 PM.

The meeting was adjourned at 8:19 PM.

A motion was made by Vice-Chair Ricossa, seconded by Trustee Huynh, to adjourn the meeting.

Aye: 4 - Chair Evans, Trustee Huynh, Vice-Chair Ricossa, and Trustee Tryforos

Excused: 1 - Trustee Mohammed

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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