



City of Santa Clara

Meeting Minutes

Board of Library Trustees

03/04/2024

6:00 PM

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

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 6:01 PM.

A motion was made by Vice Chair Hintermeister, seconded by Trustee Tryforos, to excuse Trustee Broughman.

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

Excused: 1 - Trustee Broughman

CONSENT CALENDAR

- 1 [24-181](#) Action on the Board of Library Trustees Meeting Minutes of December 4, 2023 and February 5, 2024

Recommendation: Approve the Board of Library Trustees Meeting Minutes of December 4, 2023 and February 5, 2024.

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

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

Excused: 1 - Trustee Broughman

PUBLIC PRESENTATIONS

JoAnn Davis, Executive Director of the Santa Clara City Library Foundation and Friends shared upcoming Foundation activities with the **Board**, including upcoming book sales scheduled in March and a fundraiser scheduled at Red Robin in Rivermark Plaza on March 27. Information was shared regarding the Librarypalooza annual fundraiser, scheduled on May 11, to be held at the Triton Museum. The theme for Librarypalooza will be Literary Cocktail Hour, and this year's event will feature special guest Olivia Allen Price, host of the Bay Curious podcast.

Ina Bendis, Community Member and retired physician introduced herself and shared her interest in applying to join the **Board**. She shared her experience volunteering with Read Santa Clara and several other boards, and expressed interest in attending future **Board** meetings.

GENERAL BUSINESS

2 [24-175](#) Proclamation of April 7-13, 2024 as National Library Week

Recommendation: Recommend that the City Council proclaim April 7-13, 2024 as National Library Week in the City of Santa Clara.

Patty Wong, City Librarian reviewed with the **Board** a Proclamation to be presented at **Council** on April 9, proclaiming April 7-13 as National Library Week. **City Librarian Wong** will be presenting the Proclamation, and invited the **Board** to attend. The **Board** requested information about library programs scheduled for National Library Week, and discussed what related information might be shared with **Council** at that time.

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

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

Excused: 1 - Trustee Broughman

DRAFT

STAFF REPORT

Patty Wong, City Librarian discussed the **Board** dinner with **Council** that was held February 20, 2024, and shared that staff would be able to share their notes of **Council's** questions with the **Board**.

City Librarian Wong addressed the topics raised by attendee **Betsy Megas** at the **Board's** regular February meeting. Regarding concerns about e-resource platforms Overdrive and Libby, it was shared that there are few e-resource platforms available to libraries, and these are the most popular and widely used services nationwide. Addressing concerns about Hoopla e-resource platform promoting Christian content, it was shared that on this e-resource platform, also widely used nationwide, the entire collection available through Hoopla is subscribed to rather than individual titles. It was reaffirmed that the Library seeks to provide a diverse and equitable collection and not promote any one religion or point of view over another. It was suggested that in a future meeting more information could be shared with the **Board** on what digital resources and available models are available, as well as how books are selected at the Library. Regarding questions about the bicycle repair stations being unequipped, it was shared that vandalism is common at these stations, but that tools were recently replaced there, with more being available for request at the circulation desk. Regarding interest in an expanded Library of Things, it was shared that the Library does have a small Library of Things, would like to get public input on what else they might like to see, and that the Library is looking to broaden this collection when adequate staff and resources become available.

City Librarian Wong updated the **Board** that at the next regular meeting, a consultant from **Fast Forward Libraries** will be working again with the **Board** to finalize Vision and Mission statements for the Library Strategic Plan. It was shared that the Library is continuing to refine the draft Strategic Plan. To prepare for the next meeting, the **Board** decided to create a subcommittee to prepare thoughts on the Vision and Mission statement.

A motion was made by Vice Chair Hintermeister, seconded by Trustee Ricossa, to create a subcommittee consisting of Chair Evans and Trustee Ricossa to prepare draft Mission and Vision statements for the Library Strategic Plan.

Aye: 3 - Vice Chair Hintermeister, Trustee Ricossa, and Chair Evans

Excused: 1 - Trustee Broughman

Abstained: 1 - Trustee Tryforos

TRUSTEES REPORT

Trustee Tryforos shared information on recent events at the **Houston Public Library**, where a new **City Council** made changes impacting the library, including: library users living outside of the county must now pay for a library card; all children's books are reviewed by members of the public for inclusion in the collection, primarily occurring through one individual; the librarian was fired for disagreeing with these changes; 70 people came to speak to **council** against these changes to no effect, and equipment was purchased to check all library cards upon entry of the public to the library. **Chair Evans** shared appreciation for the more inclusive approach of the **Santa Clara City Library**.

ADJOURNMENT

The meeting was adjourned at 7:27 PM.

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

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

Excused: 1 - Trustee Broughman

The Board of Library Trustees Meeting is adjourned to April 1, 2024, 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.

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