



# City of Santa Clara

## Meeting Agenda

### Board of Library Trustees

#### Call to Notice of Special Meeting

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**Thursday, January 8, 2026**

**6:00 PM**

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

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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 January 8, 2026 at 6:00 PM for a Special Meeting held in a hybrid manner 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 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****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.*

**PUBLIC PRESENTATIONS**

*[This item is reserved for persons to address the body on any matter not on the agenda that is within the subject matter jurisdiction of the body. The law does not permit action on, or extended discussion of, any item not on the agenda except under special circumstances. The governing body, or staff, may briefly respond to statements made or questions posed, and appropriate body may request staff to report back at a subsequent meeting.]*

**GENERAL BUSINESS**

- 1      25-1722      [Discussion and Action on Potential Revisions to City Charter Section 1012 and Section 1013 for Consideration by the Charter Review Committee](#)

**Recommendation:** Action to direct staff to draft talking points consistent with the Board's discussion and take any other action necessary to facilitate a meeting between Chair Evans, as the Board's appointed representative, and the relevant Charter Review Ad Hoc Subcommittee.

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

The Board of Library Trustees Meeting is adjourned to February 2, 2026, 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.



## Agenda Report

25-1722

Agenda Date: 1/8/2026

### REPORT TO BOARD OF LIBRARY TRUSTEES

#### **SUBJECT**

Discussion and Action on Potential Revisions to City Charter Section 1012 and Section 1013 for Consideration by the Charter Review Committee

#### **BACKGROUND**

At the November 3, 2025 Board of Library Trustees meeting, City Attorney Glen Googins informed the Board of the formation of the City of Santa Clara Charter Review Committee, assembled to recommend updates and improvements to the City Charter. As part of this process, all City of Santa Clara Boards and Commissions were to be invited to review applicable charter language and appoint a representative to make recommendations to the Charter Review Committee. Information was shared with the Board on existing charter language and the Ad Hoc Subcommittees.

It was discussed that at the Board of Library Trustee meetings scheduled for February and March 2026, the Board should develop their recommendations for revised charter language to share with the Charter Review Committee, and that more information on process and timing would be shared once available.

On December 1, 2025, the Board of Library Trustees appointed Chair Evans to represent the Board of Library Trustees in communications with the Ad Hoc Subcommittees of the Charter Review Committee, with Trustee Mohammed appointed as his second or backup. The Board agreed to allow staff to coordinate a special meeting in January 2026 if needed to coordinate with Charter Review Committee timelines.

#### **DISCUSSION**

The Board will hold discussion on potential changes to the charter language, with the goal of consolidating talking points for the Board of Library Trustees representative to discuss with the Charter Review Ad Hoc Subcommittee. Discussion will be focused on potential changes to sections 1012 and 1013 of the City Charter pertaining to the Board of Library Trustees. The discussion might consider other relevant items, such as ordinance 2.120.080 (Attachment 1), and the Anaheim City Charter section 908 (Attachment 2), which was reviewed by the charter review committee.

#### **ENVIRONMENTAL REVIEW**

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(b)(5) in that it is a governmental organizational or administrative activity that will not result in direct or indirect changes in the environment.

#### **FISCAL IMPACT**

There is no fiscal impact.

**COORDINATION**

This report was coordinated with Library staff and the City Attorney's Office.

**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**

Action to direct staff to draft talking points consistent with the Board's discussion and take any other action necessary to facilitate a meeting between Chair Evans, as the Board's appointed representative, and the relevant Charter Review Ad Hoc Subcommittee.

Reviewed by: Sami James, Management Analyst

Approved by: Patty Wong, City Librarian

**ATTACHMENTS**

1. Charter and Ordinance
2. Anaheim City Charter Library Board

# Board of Library Trustees

[Links for Charter Review](#)

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## Ordinance

### **2.120.080 Board of Library Trustees.**

The Board of Library Trustees shall be primarily responsible for the following:

- (a) Establishing, accepting and supervising a significant public library program.
- (b) Providing for balanced library collections and services which represent the diverse perspectives of the community.
- (c) Making recommendations to the City Council on library policies which ensure maximum public access to library collections and services.
- (d) Serving as a central focus for citizen comment on library operations and materials and the provision of appropriate recommendations or response.
- (e) Supporting educational, recreational and cultural activities for citizens of all age groups consistent with the mission of the library program.
- (f) Representing the library program to the City, the community, other government agencies and organizations.
- (g) Performing such other duties and exercising such powers as the City Council may impose or require. (Ord. 947; Ord. 1703 § 1, 10-14-97. Formerly § 2-96).

Charter reference – Provisions establishing Board of Library Trustees and enumerating powers and duties of same, see Charter §§ 1012 and 1013.

[Chapter 2.120 BOARDS AND COMMISSIONS](#)

## **Charter**

### **Sec. 1012 Board of Library Trustees.**

There shall be a Board of Library Trustees consisting of five members to be appointed by the City Council from the qualified electors of the City and no member of said Board shall hold any paid office or employment in the City government.

### **Sec. 1013 Board of Library Trustees – Powers and duties.**

The Board of Library Trustees shall have charge of the administration of the Santa Clara Free Public Library and shall have power and be required to:

- (a) Make and enforce such by-laws, rules and regulations as it may deem necessary for the administration and protection of the City library;
- (b) Approve or disapprove the appointment of a librarian who shall be the department head;
- (c) Accept into the library fund and administer money, personal property or real estate donated to the City or otherwise acquired for library purposes subject to the approval of the City Council;
- (d) Contract with school, county or other governmental agencies to render or receive library services or facilities, subject to the approval of the City Council.  
(Amended by electors at an election held March 7, 2000, Charter Chapter 11 of the State *Statutes of 2000*)

## **CHARTER OF THE CITY OF SANTA CLARA**

# **Anaheim City Charter, Section 908**

## **Section 908. LIBRARY BOARD. POWERS AND DUTIES.**

There shall be a Library Board consisting of five members which shall have the power and duty to:

- (a) Make recommendations to the City Council for the operation and conduct of City libraries.
- (b) Recommend to the City Council rules and regulations and by-laws for the administration and protection of City libraries.
- (c) Recommend to the City Council the duties and qualifications of the librarian and other officers and employees of the libraries.
- (d) Make recommendations concerning the acquisition of library materials.
- (e) Make recommendations concerning the purchase or lease of real property and the rental or provision for adequate buildings or rooms for library purposes.
- (f) Make recommendations concerning the borrowing of library materials from and lending library materials to and exchanging library materials with other libraries subject to any costs and expenses approved by the City Council.
- (g) Consider the annual budget for library purposes during the process of its preparation and make recommendations with respect thereto to the City Council and the City Manager.
- (h) Within sixty days after the close of each fiscal year, report to the City Council on the condition of the libraries for the preceding fiscal year and on such other matters deemed expedient by the Library Board.
- (i) Stimulate community interest in library activities. Encourage individual and citizen groups to donate funds, property and services for the development and operation of library facilities and programs.
- (j) Exercise such other functions not inconsistent with this Charter as may be prescribed by ordinance. (Amended June 3, 2014, filed by Secretary of State September 3, 2014.)

[https://codelibrary.amlegal.com/codes/anaheim/latest/anaheim\\_ca/0-0-0-52125](https://codelibrary.amlegal.com/codes/anaheim/latest/anaheim_ca/0-0-0-52125)