

Fiscal Year 2026/2027 Board of Library Trustees Workplan

Background

On June 1, 2026, the Board of Library Trustees (BOLT) reviewed the upcoming FY 2026-27 workplan and proposes to work on the following list of items. This workplan draft has not yet been reviewed by City Council.

1. Collection Funding
 - a. Advocate to ensure future ongoing funding of the collection budget.
 - i. Collection budget funding was restored by \$290,000 in the FY 2025-26 and FY 2026-27 operating budgets only, not restored for ongoing years. BOLT recommends maintaining the current collection budget level.
2. Alternative Funding
 - a. To reduce reliance on the City's General Fund, explore additional alternative funding support for library services.
 - i. Explore how other Library systems are funded beyond the General Fund.
 - ii. Gain understanding of the Santa Clara City Library Foundation and Friends's fiscal support of the Library via grants and donations.
 - iii. Identify what advocacy activity might be most effective.
3. Strategic Plan
 - a. Support Strategic Plan implementation and receive updates on implementation progress.
 - b. Provide advocacy for the following priorities:
 - i. Communications Coordinator
 1. Advocate for a dedicated communications staff person.
 - ii. Mobile application
 1. Advocate for ongoing funding of a mobile app to increase access and community connection with library services.
 - c. Conduct Library outreach with the community to increase community connection
 - i. Library to provide strategic plan-based priorities
 - ii. Increase connection local companies, tech, non-profits
4. Facilities Master Plan/Measure I
 - a. Provide feedback on facility designs and improvements reflected in the Facilities Master Plan and approved Measure I initiatives.
5. Policies
 - a. Review Library policies and provide advisory support for policy updates and revisions.
 - i. Upcoming policies for review: Policy for Posting and Distribution of Community Information; Policy Regarding Privacy and

Confidentiality; Use of Electronic Resources Policy; and Art Exhibits
at the Santa Clara City Library Policy

6. Liaison Work

- a. Engage with and strengthen a cooperative relationship with the Santa Clara City Library Foundation and Friends
 - i. Foundation and Friends Liaison – TBD
 - ii. Conduct joint meetings with the Santa Clara City Library Foundation and Friends (SCCLFF) Board approximately every six months.
- b. Engage as liaisons to develop cooperative relationships and advocacy with City Boards, Commissions and Taskforces
 - i. The following are a list of current liaisons
 1. Parks and Recreation Commission – Trustee Ricossa
 2. Santa Clara Station Area Taskforce – Chair Evans
 3. Historical and Landmarks Commission – TBD
 4. Downtown Community Taskforce – Chair Evans
 5. Youth Advisory Commission – Trustee Huynh
 - ii. The following have been identified as potential future liaison opportunities
 1. Senior Advisory Commission – TBD
 2. Bike and Pedestrian Advisory Committee – TBD
 3. Cultural Commission – TBD

7. Board Development

- a. Explore strategic Board development opportunities, including informational reports and funded conferences and trainings (budget permitting)
- b. Become better educated on the role and context of public libraries in the United States
- c. Become better informed on Library operations

Current Membership

Meetings are on the first Monday of every month except for January and July at 6:00 p.m. at the Central Park Library, Northside Branch Library, and Mission Branch Library. Meeting locations and the annual calendar of meetings are available at [City of Santa Clara - Board of Library Trustees](#).

Name	Appointed	Terms Ends
Jonathon Evans	05/24/21 (25)	2029
Debbie Tryforos	10/16/18 (22)	2026
Stephen Ricossa appointed to a serve a partial and full term	06/21/16 (23)	2027
Daniel Huynh	05/13/24 (28)	2028
G. Salim Mohammed	05/13/24 (28)	2028

Purpose, Role and Duties of BOLT:

BOLT is an advisory body, meaning that its function is primarily to provide advice and recommendations to Library staff and the City Council regarding Library services. Their primary role is to serve as advocates for the library system. Trustees represent the library system in interactions with the public, gathering community feedback and sharing information on Library operations and services. BOLT's advocacy includes support of community surveys, strategic planning efforts, and policy updates. BOLT's powers and duties as defined by Section 1013 of the City Charter are 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.