



Date: January 25, 2021

To: Nora Pimentel, City Clerk

From: Cynthia Bojorquez, Acting City Librarian/Assistant City Manager

Subject: Request to Remove Joshua Briefman as a Member of the Library Board of Trustees and Declare a Vacancy

The City Charter section 1004 sets the standard of three consecutive absences, if unexcused by the Board, as cause for removal of an appointee to the Board of Library Trustees by the City Council.

As the secretary to the Library Board of Trustees, I regret to inform you that Trustee Joshua Briefman was absent from the October 5, November 2 and December 7, 2020 Board of Trustee meetings. These absences were unexcused in violation of the Charter; and therefore, on behalf of the Board of Trustees, I would request that the City Clerk submit a request to the City Council to remove the Trustee and declare a vacancy.