



# City of Santa Clara

## Meeting Minutes

### Board of Library Trustees

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10/05/2020

6:00 PM

Virtual Meeting

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Pursuant to the provisions of California Governor's Executive Order N-29-20, issued on March 17, 2020, to prevent the spread of COVID-19, the City of Santa Clara has implemented methods for the public to participate remotely:

Via Zoom:

- <https://santaclaraca.zoom.us/j/91850194151>

Meeting ID: 918 5019 4151 or

- 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 Broughman called the meeting to order at 6:05PM.

**Present** 4 - Trustee Leonne Broughman, Trustee Debbie Tryforos, Vice Chair  
Jan Hintermeister, and Chair Stephen Ricossa

**Excused** 1 - Trustee Joshua Briefman

#### **PUBLIC PRESENTATIONS**

**GENERAL BUSINESS**

1. [20-934](#) Action on a Resolution Amending in Part Resolution No. 19-8767, Setting the Number of Regular Meetings of the Board of Library Trustees and Approving the 2021 Board of Library Trustees Calendar of Meetings (Council Pillar: Enhance Community Engagement and Transparency)

**Recommendation:** Adopt a Resolution amending in part Resolution No. 19-8767, setting the number of regular Board of Library Trustees meetings and approving the 2021 Board of Library Trustees Calendar of Meetings.

**A motion was made by Trustee Ricossa that this item be approved on the condition that the draft calendar indicate the cancellation of meetings in January and July and a special meeting on September 13th, the Monday following the Labor Day holiday.**

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

**Excused:** 1 - Trustee Briefman

2. [20-935](#) Election of a Chair and Vice Chair for the Board of Library Trustees (Council Pillar: Enhance Community Engagement and Transparency)

**Recommendation:** Nominate and elect a Chair and Vice Chair of the Board of Library Trustees for the remainder of FY2020-2021.

**Trustee Ricossa was elected as Chair and Trustee Hintermeister was elected as Vice Chair.**

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

**Excused:** 1 - Trustee Briefman

**STAFF REPORT**

3. [20-932](#) Review and Update Work List (Council Pillar: Enhance Community Engagement and Transparency)
- Assistant City Librarian Sims gave an update on the Patrick Henry development and the solar project taking place at the Northside Branch Library.**
4. [20-933](#) Verbal Report on Library Programs and Activities (Council Pillar: Enhance Community Engagement and Transparency)
- Acting City Librarian Bojorquez gave a presentation and verbal report on some Library projects and activities.**

**COMMISSIONERS REPORT**

**ADJOURNMENT**

The meeting was adjourned at 6:55 PM.

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

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

**Excused:** 1 - Trustee Briefman