



Agenda Report

20-934

Agenda Date: 10/5/2020

REPORT TO BOARD OF LIBRARY TRUSTEES

SUBJECT

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)

BACKGROUND

City Charter Section 1003 states that each of the Boards and Commissions of the City shall hold regular meetings as required by ordinance. City Code Section 2.120.030 states that each Board or Commission shall hold regular meetings at the times and on the days indicated by resolution of the City Council and that such resolutions may be amended from time to time by further Council resolution. Resolution 19-8767 (Attachment 1) which was adopted by the City Council on October 29, 2019 states that the Board of Library Trustees shall hold a minimum of one Board of Library Trustees meeting on the first Monday of every month (with the exception of January and July and subject to the cancellation at the discretion of the City Manager for agenda management purposes. In addition, should the first Monday of the month fall on a City holiday, the meeting would be held on the next non-holiday Monday.

DISCUSSION

At the October 6, 2020 Board of Library Trustees meeting, the Board will review a proposed resolution (Attachment 1) and meeting schedule for 2021 (Attachment 2) which includes ten (10) meetings to be held at 6:00 p.m. on the first Monday of each month with the exception of July and September. The first Monday in July is a City holiday and the first Monday in September is Labor Day. Due to COVID, it is proposed that the meetings take place via Zoom until such time that the local state of emergency is lifted. The proposed schedule will be submitted to the City Council for final approval.

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.

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

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.

Approved by: Cynthia Bojorquez, Acting City Librarian

ATTACHMENTS

1. Resolution 19-8767
2. Proposed 2021 Board of Library Trustees Meeting Calendar
3. Proposed Resolution