



Agenda Report

20-935

Agenda Date: 10/5/2020

REPORT TO BOARD OF LIBRARY TRUSTEES

SUBJECT

Election of a Chair and Vice Chair for the Board of Library Trustees (Council Pillar: Enhance Community Engagement and Transparency)

BACKGROUND

Each City Board and Commission is required to elect one of its members to serve as the presiding officer "as soon as practicable following the first day of July of every year." (City of Santa Clara Charter Section 1003). It has been the practice of the Board of Library Trustees to simultaneously elect a member to serve as Vice-Chair. The Vice Chair would serve in the absence or recusal of the Chair.

Due to the COVID-19 global pandemic and related County Health Orders suspending non-essential business, the City suspended Board and Commission meetings for the period April through August, 2020. With the resumption of Board meetings, the purpose of this item is to comply with the Charter requirements.

DISCUSSION

The role of the Chair is to facilitate monthly meetings, speak on behalf of the Board at City Council meetings and work with the staff liaison on the preparation of the Board agenda. The role of the Vice Chair is to fulfill the responsibilities of the Chair when the Chair is not available.

The Board of Library Trustees may nominate any individual member to serve in each position (Chair/Vice-Chair) for the year. Individuals nominated can either accept or decline the nomination. Commissioners shall vote for one candidate to serve in each role. The Board member receiving the most votes shall assume the responsibilities for the role for which they were elected for the remainder of Fiscal Year 2020-2021 or until a vacancy occurs if sooner than the end of the fiscal year or until the next elections are held if the term is extended.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Action ("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 associated with this action.

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

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

Approved by: Cynthia Bojorquez, Acting City Librarian