



Agenda Report

20-1122

Agenda Date: 11/2/2020

REPORT TO BOARD OF LIBRARY TRUSTEES

SUBJECT

Presentation on the City Charter Provisions Related to the Roles and Responsibilities of the Board of Library Trustees, Brown Act, and Conflict of Interest

BACKGROUND

During the September 2020 Board of Library Trustee's meeting, it was suggested that a refresher training on the Brown Act from the City Attorney's Office would be helpful, especially in light of recent changes to the Act.

Also at the September meeting, the Board asked questions regarding the roles and responsibilities of the Board of Library Trustees. The Board requested copies of the provisions. City Librarian Keith provided copies to the Board.

At the October 2020 meeting, it was noted that the current liaison to the Library Foundation was under consideration for appointment to the Board of the Library Foundation. This generated questions regarding conflict of interest. As the Board of Library Trustees is scheduled to consider appointment of a new liaison at its November 2020 meeting, the City Attorney's office has been asked to provide an overview on this issue as well.

DISCUSSION

The City Attorney's Office will provide an overview of the charter provisions related to the roles and responsibilities of the Board of Library Trustees, Brown Act (including recent changes), and conflict of interest. As an advisory body of the City, it is important that the Board of Library Trustees be provided with training that will allow them to execute their responsibilities with transparency and compliance with the law and City Charter requirements.

This training is intended to serve this purpose.

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.

FISCAL IMPACT

There is no fiscal impact associated with this report.

COORDINATION

This item has been coordinated with the City Attorney's office.

PUBLIC CONTACT

Public contact was made by posting the Council 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

Note and File the Report from the City Attorney's Office.

Approved by: Cynthia Bojorquez, Assistant City Manager/City Librarian