



Agenda Report

21-1677

Agenda Date: 12/6/2021

REPORT TO BOARD OF LIBRARY TRUSTEES

SUBJECT

Review of Board of Library Trustees Long-Term Work Plan

COUNCIL PILLAR

Enhance Community Engagement and Transparency

BACKGROUND

The Board of Library Trustees maintains a long-term work plan detailing the Board's goals and objectives. Under normal circumstances, this document is reviewed and updated on a regular basis. Due to irregularly held meetings and competing priorities during the COVID-19 pandemic, the long-term work plan has not been reviewed or updated since January 2020. A review of this workplan began during the November 1, 2021 meeting and will be continued in the December 6, 2021 meeting.

DISCUSSION

The Board of Library Trustees will evaluate its existing long-term work plan and remove or deprioritize items that are less relevant to the Board's current activities. Trustees will discuss new topics to be placed on the work plan and create action items for future meetings to explore them. Timeframes for these actions will be established.

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

Confirm and establish timeframes for new and continuing work plan items

Reviewed by: Justin Wasterlain, Management Analyst

Approved by: Patty Wong, City Librarian

ATTACHMENTS

1. 01-16-20 Bolt Work List
2. Board of Library Trustees Work Plan - updated 12-6-2021