



Agenda Report

19-365

Agenda Date: 10/29/2019

REPORT TO COUNCIL

SUBJECT

Action on a Resolution Amending In Part Resolution No. 19-8657, Setting the Number of Regular Meetings of the Board of Library Trustees, and Approving the 2020 Board of Library Trustees Calendar of Meetings

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 19-8657 (Attachment 1), which was adopted by the City Council on January 29, 2019, states that the Board of Library Trustees shall hold meetings on the first Monday of alternating months, beginning in February at 6:00 p.m.

DISCUSSION

At the August 5, 2019, Board of Library Trustees meeting, the Board recommended the proposed 2020 Schedule of Meetings (Attachment 2), which would include ten (10) regular meeting dates.

A proposed resolution, which would amend the previously adopted Resolution 19-8657 related to the Board of Library Trustees scheduling of regular meetings, is attached to this report (Attachment 3). The proposed resolution for Council approval establishes the new requirement for a minimum of one Board of Library Trustees meeting to be held, with the exception of January and July, on the first Monday of every month (which may be cancelled at the discretion of the City Manager for agenda management purposes). In addition, the Board of Library Trustees' action also recommended that should the first Monday of the month fall on a City holiday, the meeting would be held on the next non-holiday Monday.

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 government organizational or administrative activity that will not result in direct or indirect changes in the environment.

FISCAL IMPACT

There is no fiscal impact other than administrative time and expense to set the meetings.

COORDINATION

This report 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

Adopt a Resolution amending in part Resolution No. 19-8657, setting the number of regular Board of Library Trustees meetings, and approving the 2020 Board of Library Trustees Calendar of Meetings.

Reviewed by: Hilary Keith, City Librarian

Approved by: Deanna J. Santana, City Manager

ATTACHMENTS

1. Resolution 19-8657
2. 2020 Board of Library Trustees Meeting Calendar
3. Proposed Resolution