



# City of Sunnyvale

## Meeting Minutes - Draft Board of Library Trustees

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Monday, October 6, 2025

7:00 PM

Online and Redwood Conference Room,  
City Hall, 456 W. Olive Ave., Sunnyvale,  
CA 94086

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### **CALL TO ORDER**

Vice Chair Hu called the meeting to order at 7:00 p.m.

### **SALUTE TO THE FLAG**

Vice Chair Hu led the salute to the United States flag.

### **ROLL CALL**

**Present:** 3 - Vice Chair Carter Hu  
Board Member Winnie Lam  
Board Member David Liu

**Absent:** 2 - Chair Meena Juttukonda  
Board Member Yael Hod

Council Liaison Le (absent)

Chair Juttukonda (excused absence)

Board Member Hod (excused absence)

### **STUDY SESSION**

[25-0936](#) Use of Data/Privacy

Amanda De La Cruz, Librarian, presented on the Use of Data/Privacy in the library. Highlights included: what data is and why it matters, patron education, library computers and Wi-Fi, patron data, collection, storage, and access.

[25-0909](#) Library Collections Overview

Chaunacey Dunklee, Supervising Librarian, presented to the Board on Library Collections. Highlights included: traditional materials, digital materials, Library of Things, and Lakewood Branch Library.

[25-0937](#) Modernization and Expansion of Public Library Services

Garrett Kuramoto, Deputy Director of Library Services, presented the board with the Modernization and Expansion of Public Library presentation. Highlights included: year in review, background, 2007 Library of the Future Study Results, 2024 outreach and study results, Civic Center Master Plan success criteria, critical infrastructure needs of existing main library, options for a path forward, and the future of the existing Sunnyvale Main Library.

### **ORAL COMMUNICATIONS**

None.

### **CONSENT CALENDAR**

Board Member Lam moved and Board Member Liu seconded the motion to approve the Consent Calendar. The motion carried by the following vote:

**Yes:** 3 - Vice Chair Hu  
Board Member Lam  
Board Member Liu

**No:** 0

**Absent:** 2 - Chair Juttukonda  
Board Member Hod

[25-0908](#) Approve the Board of Library Trustees Meeting Minutes of August 4, 2025

Approve the Board of Library Trustees Minutes of August 4, 2025 as submitted.

### **PUBLIC HEARINGS/GENERAL BUSINESS**

[25-0910](#) Preliminary Discussion of 2026 Master Work Plan

Board Members reviewed and discussed the draft Master Work Plan.

Vice Chair Hu opened the public hearing, and there being no public testimony, closed the public hearing.

Motion: Board Member Lam moved and Board Member Liu seconded the motion to approve the Master Work Plan as presented.

The motion carried with the following vote:

**Yes: 3 -** Vice Chair Hu  
Board Member Lam  
Board Member Liu

**No: 0**

**Absent: 2 -** Chair Juttukonda  
Board Member Hod

**STANDING ITEM: CONSIDERATION OF POTENTIAL STUDY ISSUES**

**NON-AGENDA ITEMS AND COMMENTS**

**-Board Member Comments**

None.

**-Staff Comments**

Garrett Kuramoto spoke about:

- the remarkable number of programs happening at the library
- Subscribing to the library's newsletter to stay informed
- Hispanic Heritage Month
- the Diwali celebration

**ADJOURNMENT**

Vice Chair Hu adjourned the meeting at 8:35 p.m.