



City of Sunnyvale

Meeting Minutes - Draft

Board of Library Trustees

Monday, August 4, 2025

7:00 PM

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

CALL TO ORDER

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

SALUTE TO THE FLAG

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

ROLL CALL

Present: 4 - Vice Chair Meena Juttukonda
Board Member Yael Hod
Board Member Carter Hu
Board Member Winnie Lam

Absent: 1 - Board Member David Liu

Council Liaison Le (absent)

Board Member Liu (absent)

STUDY SESSION

[25-0780](#) Equity, Access, and Inclusion Initiatives

Nick Sagan and Tommy Fassett, Librarians, presented on Equity, Access, and Inclusion Initiatives. Highlights included: overall collection update, language collections, ability inclusion, and programs and outreach.

[25-0781](#) Marketing and Outreach - Librarians in Communities

Aydin Kwan and Lori Giarrizzo, Librarians, presented on Marketing and Outreach. Highlights included:

- Marketing: goals, outreach, primary channels, newsletters, in-building marketing, social media, website, and out-of-building marketing.

- Outreach: goals, creating awareness, reaching non-library users, and partnerships.

ORAL COMMUNICATIONS

None.

CONSENT CALENDAR

Motion: Board Member Hu moved and Board Member Hod seconded the motion to approve the Consent Calendar.

The motion carried with the following vote:

Yes: 4 - Vice Chair Juttukonda
Board Member Hod
Board Member Hu
Board Member Lam

No: 0

Absent: 1 - Board Member Liu

[25-0779](#) Approve the Board of Library Trustees Meeting Minutes of June 2, 2025

Approve the Board of Library Trustees Minutes of June 2, 2025 as submitted.

PUBLIC HEARINGS/GENERAL BUSINESS

[25-0783](#) Annual Review of Code of Ethics and Conduct for Elected and Appointed Officials

Motion: Vice Chair Juttukonda moved and Board Member Hu seconded, declaring that the Board Members have read and will abide by the rules of the Code of Ethics.

The motion carried by the following vote:

Yes: 4 - Vice Chair Juttukonda
Board Member Hod
Board Member Hu
Board Member Lam

No: 0

Absent: 1 - Board Member Liu

[25-0784](#) Selection of Chair and Vice Chair

Nominations were opened for Chair to the Board of Library Trustees. Vice Chair

Juttukonda was nominated. No further nominations were presented.

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

Vote on nomination of Vice Chair Juttukonda for Chair:

Yes: 4 - Vice Chair Juttukonda
Board Member Hod
Board Member Hu
Board Member Lam

No: 0

Absent: 1 - Board Member Liu

Nominations were opened for Vice Chair to the Board of Library Trustees. Board Member Hu was nominated. No further nominations were presented.

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

Vote on nomination of Board Member Hu for Vice Chair:

Yes: 4 - Vice Chair Juttukonda
Board Member Hod
Board Member Hu
Board Member Lam

No: 0

Absent: 1 - Board Member Liu

STANDING ITEM: CONSIDERATION OF POTENTIAL STUDY ISSUES

NON-AGENDA ITEMS AND COMMENTS

-Board Member Comments

None.

-Staff Comments

Summer Reading Program, Level Up At Your Library, ends August 31.

-Sunday, August 24: End of Summer Arcade game day, play both digital and non-digital games for all ages.

ADJOURNMENT

Vice Chair Juttukonda adjoined the meeting at 8:15 p.m.