



# City of Sunnyvale

## Meeting Minutes - Draft

### Board of Library Trustees

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Thursday, September 7, 2023

7:00 PM

Online and Bay Conference Room (Room  
145), City Hall, 456 W. Olive Ave.,  
Sunnyvale, CA 94086

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#### Special Meeting

#### **CALL TO ORDER**

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

#### **SALUTE TO THE FLAG**

Chair Wang led the salute to the United States flag.

#### **ROLL CALL**

**Present:** 3 - Chair Sharlene Wang  
Board Member Carter Hu  
Board Member Rahul Jain  
**Absent:** 1 - Vice Chair Meena Juttukonda

Council Liaison Sell (absent)

Vice Chair Juttukonda (absence excused)

#### **PRESENTATION**

[23-0881](#) PRESENTATION - Purview and Study/Budget Issue Process

Director of Library and Recreation Services, Michelle Perera spoke about the Study Issue Process. Highlights included: Board and Commission bylaws, workplans, Study Issue timeline and Study Issue Proposal Form.

#### **ORAL COMMUNICATIONS**

None.

#### **CONSENT CALENDAR**

Motion: Board Member Jain moved and Board Member Hu seconded, approval of the consent calendar as presented. The motion carried by the following vote:

**Yes:** 3 - Chair Wang  
Board Member Hu  
Board Member Jain

**No:** 0

**Absent:** 1 - Vice Chair Juttukonda

[23-0876](#) Approve the Board of Library Trustees Meeting Minutes of July 6, 2023

Approve the Board of Library Trustees Meeting Minutes of July 6, 2023 as submitted.

**PUBLIC HEARINGS/GENERAL BUSINESS**

[23-0879](#) Preliminary Discussion of 2024 Master Work Plan

Board Members discussed the Master Work Plan.

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

[23-0892](#) Benchmark Sunnyvale Library Collections and Budget to Understand the Effect of the Cost of Digital Materials and the Addition of the New Branch Library

**NON-AGENDA ITEMS & COMMENTS**

**-Board Member Comments**

Board Members asked about the Patron Satisfaction & Non-User Surveys.

**-Staff Comments**

New Superintendent of Libraries, Garrett Kuramoto starts on September 25.

**ADJOURNMENT**

Chair Wang adjourned the meeting at 7:44 p.m.