



# City of Sunnyvale

## Notice and Agenda

### Board of Library Trustees

---

Monday, March 2, 2015

7:00 PM

Library Program Room, Sunnyvale Public  
Library, 665 W. Olive Ave., Sunnyvale, CA  
94086

---

#### **CALL TO ORDER**

#### **ROLL CALL**

#### **PUBLIC ANNOUNCEMENTS**

*Speakers are limited to 3 minutes for announcements of related board/commission events, programs, resignations, recognitions, acknowledgments.*

#### **CONSENT CALENDAR**

- 1      [15-0258](#)      Approval of Draft Minutes of February 2, 2015

**Attachments:** [Draft Minutes of February 2, 2015](#)

#### **PUBLIC COMMENTS**

*This category is limited to 15 minutes, with a maximum of three minutes per speaker. If you wish to address the board, please complete a speaker card and give it to the Recording Secretary or you may orally make a request to speak. If your subject is not on the agenda, you will be recognized at this time; but the Brown Act (Open Meeting Law) does not allow action by board members. If you wish to speak to a subject listed on the agenda, you will be recognized at the time the item is being considered by the board.*

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

- 2      [15-0260](#)      Study Issues
- 3      [15-0261](#)      National Library Week
- 4      [15-0262](#)      Foundation Steering Committee

#### **NON-AGENDA ITEMS & COMMENTS**

**-Board Member Comments****-Staff Comments****INFORMATION ONLY ITEMS****ADJOURNMENT***Notice to the Public:*

*Any agenda related writings or documents distributed to members of this meeting body regarding any item on this agenda will be made available for public inspection in the Sunnyvale Public Library located at 665 W. Olive Avenue, Sunnyvale, California during normal business hours and in the Library Program Room on the evening of the Board of Library Trustees meeting, pursuant to Government Code §54957.5.*

*Agenda information is available by contacting Library Administration at sbarajas@sunnyvale.ca.gov or (408) 730-7314. Agendas and associated reports are also available on the City's web site at <http://sunnyvale.ca.gov> or at the Sunnyvale Public Library, 665 W. Olive Ave., Sunnyvale, 72 hours before the meeting.*

*Pursuant to the Americans with Disabilities Act, if you need special assistance in this meeting, please contact Library Administration at (408) 730-7314. Notification of 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (29 CFR 35.106 ADA Title II)*



# City of Sunnyvale

## Agenda Item

---

**15-0258**

**Agenda Date: 3/2/2015**

---

Approval of Draft Minutes of February 2, 2015



# City of Sunnyvale

## Meeting Minutes - Draft

### Board of Library Trustees

---

Monday, February 2, 2015

7:00 PM

Library Program Room, Sunnyvale Public  
Library, 665 W. Olive Ave., Sunnyvale, CA  
94086

---

#### **CALL TO ORDER**

The meeting was called to order at 7:01 p.m.

#### **ROLL CALL**

**Present:** 5 - Chair Jill Shanmugasundaram  
Vice Chair Anne Davis-East  
Board Member Wing-Yin "Carey" Au  
Board Member Daniel Bremond  
Board Member Su "Ray" Zhan

Board Member Su arrived at 7:05 p.m.

#### **PUBLIC ANNOUNCEMENTS**

None.

#### **CONSENT CALENDAR**

1      [15-0010](#)      Approval of Draft Minutes of November 3, 2014

Vice Chair Davis-East moved, Board Member Au seconded, approval of the consent calendar as presented. The motion carried by the following vote:

**Yes:** 4 - Chair Shanmugasundaram  
Vice Chair Davis-East  
Board Member Au  
Board Member Bremond

**No:** 0

**Absent:** 1 - Board Member Zhan

#### **PUBLIC COMMENTS**

None.

**PUBLIC HEARINGS/GENERAL BUSINESS****2      [15-0013](#)      Eresources Update**

Director Rosenblum introduced Administrative Librarian Steve Sloan. Administrative Librarian Sloan provided the Board with an overview of the Library's eresource circulation. The Library has been offering eBooks since 2002 and had a circulation of approximately 7,000 during that first year. Circulation for FY 13/14 was approximately 57,000 for all eresources. The eresource collection is 2% of the total circulation of library items. The two fastest growing Library collections are children's and digital resources. He also provided the Board with an overview of the various eresources available and their circulation.

Chair Shanmugasundaram opened the public hearing, and there being no public testimonies, closed the public hearing.

**3      [15-0058](#)      Review Library Fee Schedule**

Administrative Librarian Sloan provided the Board with an overview of the proposed Library Fine and Fee Schedule. Staff is proposing lowering the e-Book Reader fees to 30 cents per day, per item and not to exceed per item to \$10. The current e-Book Reader fees are set to \$5 and \$25 maximum.

Chair Shanmugasundaram opened the public hearing, and there being no public testimonies, closed the public hearing.

**4      [15-0066](#)      Finalize Workplan Calendar for 2015**

Director Rosenblum and Chair Shanmugasundaram provided the Board with an overview of the workplan calendar for 2015.

Chair Shanmugasundaram opened the public hearing, and there being no public testimonies, closed the public hearing.

Vice Chair Davis-East moved, and Board Member Bremmond seconded, approval of the 2015 workplan calendar as presented. Motion carried by the following vote:

**Yes: 5 -**    Chair Shanmugasundaram  
              Vice Chair Davis-East  
              Board Member Au  
              Board Member Bremond  
              Board Member Zhan

**No: 0**

**5**      [15-0080](#)      Day in the District

Director Rosenblum provided the Board with an overview of the Day in the District event. The annual day brings library issues to the attention of State Representatives. On that day, librarians, along with Commissioners, Trustees, Friends and other library supporters, will deliver the library message to their Representatives. Board Members interested in attending should notify Library Administration.

Chair Shanmugasundaram opened the public hearing, and there being no public testimonies, closed the public hearing.

**6**      [15-0160](#)      Branch Library and Civic Center Update

Director Rosenblum provided the Board with an overview on the status of the Civic Center Modernization Project. Community input will be solicited via various methods. For example, the City will utilize Peak Democracy which is a cloud-based online civic engagement platform that allows residents to provide feedback. There is no information to report on the Branch Library.

Chair Shanmugasundaram opened the public hearing, and there being no public testimonies, closed the public hearing.

**NON-AGENDA ITEMS & COMMENTS****-Board Member Comments**

Board Member Bremond noted that it is difficult to read information projected on the screen located in the Library Program Room. He suggested the screen not be fully extended and inquired if the screen could be mounted higher. Administrative Librarian Sloan noted it would require a new screen to be installed which would be built-in to the ceiling and flush with the ceiling tiles. This possibility was researched previously and determined to be cost prohibitive.

**-Staff Comments**

Director Rosenblum noted the following:

More than 3,000 residents attended the Library's centennial celebration on December 14. She thanked the board for their participation and the Friends of the Library for funding the event.

Two publications recently featured innovative programming that is happening at the Sunnyvale Library. State Tech Magazine published an article regarding 3D printers. Online magazine Silicon Glades published an article regarding a highly successful program Alligator Zone that was held for local children interested in entrepreneurship.

Due to overwhelming demand and limited space, the Library is piloting back to back "identical" story times. These story times are held on Mondays and Wednesdays at 11 and 11:30 a.m.

The Library will host three Silicon Valley Reads events in March. This year's theme is Homeland and Home: The Immigrant Experience.

Free tax assistant will be provided to qualified residents at the Library on Wednesday, February 11 from 2 to 8 p.m. in the tech center through a partnership with the Intuit Tax Freedom Project.

**INFORMATION ONLY ITEMS**

[15-0161](#) Request from Public for Color Printer

Administrative Librarian Sloan provided the Board with an overview of a customer request, submitted to the Library Trustees answerpoint, to have a color printer at the Library. Color printing is now available, on a trial basis, from the 30 minute computer next to the staff desk at the tech center. The cost for color printing is 50 cents per page. During the first two weeks 30 color print jobs were requested. During the same period, approximately 9,000 black and white print jobs were requested. Thus far, staff has observed low usage as well as increasing numbers of paper jams, requests for refunds, and service calls to the vendor, all requiring more staff time. Staff will reassess within 21 days if the Library will continue to provide this service.

**ADJOURNMENT**

The meeting adjourned at 7:47 p.m.



# City of Sunnyvale

## Agenda Item

---

**15-0260**

**Agenda Date: 3/2/2015**

---

Study Issues





# City of Sunnyvale

## Agenda Item

---

**15-0261**

**Agenda Date: 3/2/2015**

---

National Library Week



# City of Sunnyvale

## Agenda Item

---

**15-0262**

**Agenda Date: 3/2/2015**

---

Foundation Steering Committee