



City of Sunnyvale

Notice and Agenda

Board of Library Trustees

Monday, June 13, 2016

7:00 PM

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

Special Meeting

CALL TO ORDER

ROLL CALL

PRESENTATION

[16-0611](#) Recognition of Service

ORAL COMMUNICATIONS

This category provides an opportunity for members of the public to address the board on items not listed on the agenda and is limited to 15 minutes (may be extended or continued after the public hearings/general business section of the agenda at the discretion of the Chair) with a maximum of up to three minutes per speaker. Please note the Brown Act (Open Meeting Law) does not allow board members to take action on an item not listed on the agenda. If you wish to address the board, please complete a speaker card and give it to the Recording Secretary. Individuals are limited to one appearance during this section.

CONSENT CALENDAR

1 [16-0609](#) Approval of Draft Minutes of May 16, 2016

Attachments: [Draft Minutes of May 16, 2016](#)

PUBLIC HEARINGS/GENERAL BUSINESS

2 [16-0612](#) Overview of Harwood Public Innovators Lab Training

STANDING ITEM: CONSIDERATION OF POTENTIAL STUDY ISSUES

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 website at 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

16-0611

Agenda Date: 6/13/2016

Recognition of Service



City of Sunnyvale

Agenda Item

16-0609

Agenda Date: 6/13/2016

Approval of Draft Minutes of May 16, 2016



City of Sunnyvale

Meeting Minutes - Draft

Board of Library Trustees

Monday, May 16, 2016

7:00 PM

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

Special Meeting

CALL TO ORDER

The meeting was called to order at 7:05 p.m.

ROLL CALL

Present: 4 - Chair Jill Shanmugasundaram
Vice Chair Carey Wingyin Lai
Board Member Daniel Bremond
Board Member Mark Isaak
Absent: 1 - Board Member Erika Torres

Council Liaison Glenn Hendricks (absent).

Board Member Bremond moved, and Vice Chair Lai seconded, to excuse Board Member Torres' absence from the May meeting. The motion carried by the following vote:

Yes: 4 - Chair Shanmugasundaram
Vice Chair Lai
Board Member Bremond
Board Member Isaak

No: 0

Absent: 1 - Board Member Torres

ORAL COMMUNICATIONS

Sunnyvale Public Library Foundation Member Mark Diaz announced the Foundation meets the fourth Monday of the month in Library Administration and is seeking new members. He provided an overview of the Foundation's role.

CONSENT CALENDAR

- 1 [16-0498](#) Approval of Draft Minutes of April 4, 2016

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

Yes: 4 - Chair Shanmugasundaram
 Vice Chair Lai
 Board Member Bremond
 Board Member Isaak

No: 0

Absent: 1 - Board Member Torres

PUBLIC HEARINGS/GENERAL BUSINESS

- 2 [16-0499](#) Discussion of National Library Week Feedback

Director Bojorquez provided the Board with an overview of National Library Week activities. She noted that this year the Library showcased the Libraries Transform campaign and she shared with the Board positive feedback staff received during the week. Board Members suggested that next year staff publicize National Library Week through social media such as Twitter and Facebook.

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

- 3 [16-0500](#) Discussion of State of the City Event

Director Bojorquez noted that State of the City is scheduled for Saturday, July 9 at City Hall Campus. Olive Avenue will be closed between Charles Street and All America Way. She provided an overview of planned activities for the day. The event will host various activity zones, City Hall tours, a Board and Commission reception, State of the City address and entertainment. She requested Board Members save the date.

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

4 [16-0501](#) Review and Approve Fiscal Year 2016/17 Recommended Budget

Director Bojorquez provided the Board with an overview of the FY 2016/17 Library recommended budget. The recommended budget includes conversion of a Full-time Librarian to a Full-time Library Assistant and 1,000 Part-time Staff Office Assistant hours to Part-time Library Specialist III hours. The recommended budget also includes reallocation of funds to support unfunded costs related to Sierra migration, connection to California's broadband network, staff training and professional memberships.

The Council Budget Workshop is scheduled for Thursday, May 26. The Board inquired about the status of the Branch Library Project in FY 2016/17. Director Bojorquez provided a status update and Administrative Librarian Steve Sloan mentioned that the operating budget for the Branch Library comes online in FY 2019/20.

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

Board Member Bremond moved, Board Member Isaak seconded, to recommend to Council the approval of the FY 2016/17 budget as presented. The motion carried by the following vote:

Yes: 4 - Chair Shanmugasundaram
 Vice Chair Lai
 Board Member Bremond
 Board Member Isaak

No: 0

Absent: 1 - Board Member Torres

STANDING ITEM: CONSIDERATION OF POTENTIAL STUDY ISSUES

None.

NON-AGENDA ITEMS & COMMENTS

-Board Member Comments

None.

-Staff Comments

Director Bojorquez noted the following:

- Five staff members will attend a three-day training May 23-25 in Sacramento from the Harwood Institute of Public Innovation. This intensive training provides an opportunity to help libraries strengthen their role as agents of positive change in the community.
- At their Tuesday, May 24 meeting, Council will be reviewing survey results regarding potential bond measure for Civic Center Modernization, utility users tax and sales tax.
- Part-time Library Specialist III Kristen Marie Williams, accepted the out of class assignment to cover the Part-time Librarian position in Children's Services. Also, Part-time Library Specialist III's - Lynette Yorks, Dennis Cacdac and Aaron Migliaccio - accepted the shared out of class assignment to cover the Full-time Library Assistant position in Circulation.
- Newly appointed Full-time Library Assistants, Gena Rodriguez and Rachel Magnusson, have begun their assignments in Circulation.
- This summer, the Sunnyvale Public Library will be holding Family Nights at Washington Park each Wednesday at 7 p.m. beginning June 22 and running for 8 weeks. These free performances will include puppet shows, circus acts, a magician, storyteller and bubble-maker. Summer programs have outgrown the Library program room so Library staff is happy to have a larger venue to offer fun family programming to the public. Performers are made possible through the generous support of the Friends of the Sunnyvale Public Library. Board Members suggested staff provide Family Nights at various parks throughout the City.
- Salinas Public Library launched a paletero cart which connects the neighborhood with the resources that the Cesar Chavez Library in east Salinas offers. The cart has WiFi and an iPad to handle book check outs and returns, or to register people for library cards. They also give away free books in English and Spanish.

INFORMATION ONLY ITEMS

None.

ADJOURNMENT

The meeting was adjourned at 7:46 p.m.



City of Sunnyvale

Agenda Item

16-0612

Agenda Date: 6/13/2016

Overview of Harwood Public Innovators Lab Training