



# City of Sunnyvale

## Notice and Agenda

### Board of Library Trustees

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Monday, July 1, 2019

7:00 PM

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

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#### **CALL TO ORDER**

#### **ROLL CALL**

#### **PRESENTATION**

- [19-0673](#) PRESENTATION - Children's and Teen Services Overview
- [19-0674](#) PRESENTATION - Board/Commission Study Issue  
Sponsorship Process

#### **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 [19-0671](#) Approve the Board of Library Trustees Meeting Minutes of June 3, 2019

**Recommendation:** Approve the Board of Library Trustees Meeting Minutes of June 3, 2019 as submitted.

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

- 2 [19-0657](#) Selection of Chair and Vice Chair

**STANDING ITEM: CONSIDERATION OF POTENTIAL STUDY ISSUES****NON-AGENDA ITEMS & COMMENTS**

**-Board Member Comments**

**-Staff Comments**

**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. (28 CFR 35.160 (b) (1))*



# City of Sunnyvale

## Agenda Item

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**19-0673**

**Agenda Date:** 7/1/2019

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PRESENTATION - Children's and Teen Services Overview



# City of Sunnyvale

## Agenda Item

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**19-0674**

**Agenda Date:** 7/1/2019

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PRESENTATION - Board/Commission Study Issue Sponsorship Process



# City of Sunnyvale

## Agenda Item

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**19-0671**

**Agenda Date:** 7/1/2019

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**SUBJECT**

Approve the Board of Library Trustees Meeting Minutes of June 3, 2019

**RECOMMENDATION**

Approve the Board of Library Trustees Meeting Minutes of June 3, 2019 as submitted.



# City of Sunnyvale

## Meeting Minutes - Draft

### Board of Library Trustees

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Monday, June 3, 2019

7:00 PM

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

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#### **CALL TO ORDER**

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

#### **ROLL CALL**

**Present:** 5 - Chair Carey Wingyin Lai  
Vice Chair Daniel Bremond  
Board Member Tina Hwang  
Board Member Mark Isaak  
Board Member Sharlene Wang

Council Liasion Fong (absent)

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

#### **PRESENTATION**

[19-0612](#) PRESENTATION - Multi-lingual Services and English as a  
Second Language

Sue Kaplan, Supervising Librarian, provided the Board with an overview of the ongoing programs and events conducted both inside and outside the Library. Ms. Kaplan spoke about materials offered in the Library that are culturally inclusive.

Board Members commented on Library materials matching the demographics in Sunnyvale, Translator requests and the Library's online database.

#### **ORAL COMMUNICATIONS**

Susan Bremond spoke regarding English Second Language (ESL) and requested that the Library have a recommended list of ESL books for advanced readers. Ms. Bremond would also like to see an ESL book club formed.

#### **CONSENT CALENDAR**

- 1      [19-0619](#)      Approve the Board of Library Trustees Meeting Minutes of May 20, 2019

Vice Chair Bremond moved and Board Member Hwang seconded, approval of the Board of Library Trustees minutes of May 20, 2019. The motion carried by the following vote:

**Yes:** 5 -    Chair Lai  
                 Vice Chair Bremond  
                 Board Member Hwang  
                 Board Member Isaak  
                 Board Member Wang

**No:** 0

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

- 2      [19-0008](#)      Recommend that the City Council Approve and Authorize the City Manager to Execute an Amended and Restated Agreement Between the City of Sunnyvale and the Friends of the Sunnyvale Public Library.

Board Member Mark Isaak recused himself at 7:25 p.m.

Board Member Isaak currently sits on the Board for the Friends of the Sunnyvale Public Library and recused himself due to the conflict of interest.

Steve Sloan, Superintendent of Libraries, spoke about the agreement and reviewed the amendments to the agreement. Amendments included:

- 5 year agreement with option to renew,
- Current agreement does not offer flexibility on Library space, whereas the new agreement, utilize's Library space
- Friends will now be allowed to apply for grants on the Library's behalf
- Maintenance of the Friends website

The Friends of the Public Library's purpose is to enhance and support the Library.

Board Members commented on the amended agreement specification, donation of the 10% of funds that do not go to the Library, and fundraising efforts.

Board Members made a motion to modify the Friends of the Sunnyvale Public Library agreement to include review by the Board of Library Trustees if the agreement is renewed for the 2 year period.

Vice Chair Bremond moved and Board Member Hwang seconded the motion to amend the Friends of the Sunnyvale Public Library Agreement to include review by the Board of Library Trustees upon 2 year renewal. The motion carried by the following vote:

**Yes:** 4 - Chair Lai  
Vice Chair Bremond  
Board Member Hwang  
Board Member Wang

**No:** 0

**Recused:** 1 - Board Member Isaak

Vice Chair Bremond moved and Board Member Hwang seconded the motion to Approve and Authorize the City Manager to Execute an Amended and Restated Agreement Between the City of Sunnyvale and the Friends of the Sunnyvale Public Library. The motion carried by the following vote:

**Yes:** 4 - Chair Lai  
Vice Chair Bremond  
Board Member Hwang  
Board Member Wang

**No:** 0

**Recused:** 1 - Board Member Isaak

Board Member Mark Isaak returned to the room at 7:35 p.m.

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

None.

**NON-AGENDA ITEMS & COMMENTS**

**-Board Member Comments**

The Board inquired about senior training, data in regards to digital accessibility, and printing services at the Library.

**-Staff Comments**



Superintendent Steve Sloan spoke about:

- Outdoor Expo at the Library on Saturday, June 22. We encourage the Board to volunteer and/or attend.
- Summer reading has begun.
- Space camp program on Saturday, July 27.

Director of Library and Community Services, Cherise Brandell introduced herself and thanked the Board for everything they do for the Library.

### **ADJOURNMENT**

Chair Lai adjourned the meeting at 7:52 p.m.



# City of Sunnyvale

## Agenda Item

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**19-0657**

**Agenda Date:** 7/1/2019

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Selection of Chair and Vice Chair