



City of Sunnyvale

Notice and Agenda

Board of Library Trustees

Monday, October 7, 2019

7:00 PM

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

CALL TO ORDER

ROLL CALL

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.A [19-0911](#) Approve the Board of Library Trustees Meeting Minutes of August 5, 2019

Recommendation: Approve the Board of Library Trustees Meeting Minutes of August 5, 2019 as submitted.

PUBLIC HEARINGS/GENERAL BUSINESS

- 2 [19-0909](#) Preliminary Discussion of 2020 Master Work Plan
- 3 [19-0956](#) Final Month to Propose Study Issues

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 erich@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

19-0911

Agenda Date: 10/7/2019

SUBJECT

Approve the Board of Library Trustees Meeting Minutes of August 5, 2019

RECOMMENDATION

Approve the Board of Library Trustees Meeting Minutes of August 5, 2019 as submitted.



City of Sunnyvale

Meeting Minutes - Final

Board of Library Trustees

Monday, August 5, 2019

7:00 PM

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

CALL TO ORDER

Chair Lai called the meeting to order at 7:03 p.m.

ROLL CALL

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

Council Liaison Hendricks (absent)
Board Member Hwang arrived at 7:23 p.m.

PRESENTATION

[19-0779](#) Technology in the Library

Superintendent of Libraries, Steve Sloan, introduced Supervising Librarian's Chaunacey Dunklee and Raina Tuakoi to the Board. Supervising Librarian's Dunklee and Tuakoi spoke about the various technology programs at the Library including: Make-Her; Awe Station; ABC Mouse; Appy Hour; Career Online; Digital Learning Lab; 3D Printing; Tinkercad; Get Connected; Repair Cafe; Gaming and Learning to Code.

[19-0780](#) Literacy Programs

Supervising Librarian's Chaunacey Dunklee and Raina Tuakoi presented the different literacy programs in the Library, including: early literacy and training; ESL/ELL; digital literacy; storytimes; mighty beginnings; google classes; financial literacy and NOVA/ProMatch.

ORAL COMMUNICATIONS

None.

CONSENT CALENDAR

- 1 [19-0782](#) Approve the Board of Library Trustees Meeting Minutes of July 1, 2019

Board Member Isaak moved and Board Member Bremond seconded, approval of the Board of Library Trustees minutes of July 1, 2019 as submitted. The motion carried by the following vote:

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

No: 0

PUBLIC HEARINGS/GENERAL BUSINESS

- 2 [19-0838](#) Approve Absence of Chair Lai for the September 9 and the October 7 Board of Library Trustees Meetings

Board Member Bremond moved and Board Member Isaak seconded, approval of Chair Lai's absence. The motion carried by the following vote:

Yes: 4 - Vice Chair Wang
 Board Member Bremond
 Board Member Hwang
 Board Member Isaak

No: 0

Abstain: 1 - Chair Lai

STANDING ITEM: CONSIDERATION OF POTENTIAL STUDY ISSUES

None.

NON-AGENDA ITEMS & COMMENTS

-Board Member Comments

Board Member Bremond spoke about volunteering at the State of the City.

-Staff Comments

Superintendent Steve Sloan shared: the purchase of Lynda.com by LinkedIn; acquiring an LGBTQ community grant from Pacific Library Partnership; participation of the Library in the Pride Parade; building Foundational and Mission Statements for the Library and Community Services department and an update on the Branch Library.

ADJOURNMENT

Chair Lai adjourned the meeting at 8:25 p.m.



City of Sunnyvale

Agenda Item

19-0909

Agenda Date: 10/7/2019

Preliminary Discussion of 2020 Master Work Plan

Draft 2020 Master Work Plan

Board of Library Trustees Annual Calendar

MEETING DATE	AGENDA ITEM/ISSUE
January 6	•
February 3	•
March 2	•
April 6	• Review of National Library Week
May 18	• Review Recommended Budget
June 1	• Recognition of Service
July 6	• Selection of Chair and Vice Chair
August 3	•
September 14	• Preliminary Discussion of 2021 Master Work Plan
October 5	•
November 2	• Final month to Approve 2021 Master Work Plan
December 7	• Final month for Annual Review of Code of Ethics and Conduct for Elected and Appointed Officials

Additional items yet to be scheduled:



City of Sunnyvale

Agenda Item

19-0956

Agenda Date: 10/7/2019

Final Month to Propose Study Issues