



# City of Sunnyvale

## Notice and Agenda

### Board of Library Trustees

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Monday, January 4, 2021

7:00 PM

Telepresence Meeting: City Web Stream

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#### **TELECONFERENCE NOTICE**

*Because of the COVID-19 emergency and the “shelter in place” orders issued by Santa Clara County and the State of California, the meeting of the Board of Library Trustees on January 4, 2021, will take place by teleconference, as allowed by Governor Gavin Newsom’s Executive Order N-29-20.*

- *Watch the Board of Library Trustees meeting at:  
[www.Sunnyvale.ca.gov/YouTubeMeetings](http://www.Sunnyvale.ca.gov/YouTubeMeetings)*
- *Submit written comments to the Board of Library Trustees up to 4 hours prior to the meeting to [LibraryTrusteesBoard@sunnyvale.ca.gov](mailto:LibraryTrusteesBoard@sunnyvale.ca.gov) or by mail to City Clerk, 603 All America Way, Sunnyvale, CA 94086.*
- *Teleconference participation: You may provide audio public comment by connecting to the teleconference meeting online or by telephone. Use the Raise Hand feature to request to speak (\*9 on a telephone):*

*Meeting online link: <https://sunnyvale-ca-gov.zoom.us/j/97058153563>*

*Meeting call-in telephone number: 833-548-0282 | Meeting ID: 970 5815 3563*

*Pursuant to the Americans with Disabilities Act (ADA) and Executive Order N-29-20, if you need special assistance to provide public comment, contact the City at least 2 hours prior to the meeting in order for the City to make reasonable alternative arrangements for you to communicate your comments. For other special assistance, please contact the City at least 48 hours prior to the meeting to enable the City to make reasonable arrangements to ensure accessibility to this meeting. ADA contact: Tracie Gott may be reached at 408-730-7599 or [ncs@sunnyvale.ca.gov](mailto:ncs@sunnyvale.ca.gov) (28 CFR 35.160 (b) (1)).*

#### **CALL TO ORDER**

*Call to Order via teleconference.*

#### **ROLL CALL**

**PRESENTATION**[21-0146](#)

PRESENTATION - Library Reorganization Plan

**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 of Library Trustees, please refer to the notice at the beginning of this agenda. Individuals are limited to one appearance during this section.*

**CONSENT CALENDAR**

*All matters listed on the consent calendar are considered to be routine and will be acted upon by one motion. There will be no separate discussion of these items. If a member of the public would like a consent calendar item pulled and discussed separately, please refer to the notice at the beginning of this agenda.*

- 1      [21-0145](#)      Approve the Board of Library Trustees Meeting Minutes of December 7, 2020

**Recommendation:** Approve the Board of Library Trustees Minutes of December 7, 2020 as submitted.

**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 originating department or can be accessed through the Office of*

*the City Clerk located at 603 All America Way, during normal business hours and in the Council Chamber on the evening of the Board of Library Trustees Meeting, pursuant to Government Code §54957.5.*

*Agenda information is available by contacting Elizabeth Rich at 408-730-7316 or [erich@sunnyvale.ca.gov](mailto:erich@sunnyvale.ca.gov). Agendas and associated reports are also available on the City's website at [sunnyvale.ca.gov](http://sunnyvale.ca.gov) or at the One-Stop Desk, City Hall, 456 W. Olive Ave., Sunnyvale, CA, 72 hours before the Meeting.*



# City of Sunnyvale

## Agenda Item

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**21-0146**

**Agenda Date: 1/4/2021**

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PRESENTATION - Library Reorganization Plan



# City of Sunnyvale

## Agenda Item

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**21-0145**

**Agenda Date:** 1/4/2021

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**SUBJECT**

Approve the Board of Library Trustees Meeting Minutes of December 7, 2020

**RECOMMENDATION**

Approve the Board of Library Trustees Minutes of December 7, 2020 as submitted.



# City of Sunnyvale

## Meeting Minutes - Draft

### Board of Library Trustees

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Monday, December 7, 2020

7:00 PM

Telepresence Meeting: City Web Stream

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#### **TELECONFERENCE NOTICE**

#### **CALL TO ORDER**

Pursuant to Section 3 of Executive Order N-29-20, issued by Governor Newsom on March 17, 2020, the meeting was conducted telephonically.

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

#### **ROLL CALL**

**Present:** 4 - Chair Carey Wingyin Lai  
Vice Chair Sharlene Wang  
Board Member Mark Isaak  
Board Member Rahul Jain  
**Absent:** 1 - Board Member Alysa Cisneros

Council Liaison Goldman (absent)

#### **PRESENTATION**

##### [20-0995](#) PRESENTATION - Annual Library Statistics and Trends

Superintendent of Libraries, Steve Sloan, presented the Annual Library Statistics and Trends presentation.

Highlights included: visitor counts, total circulation, and library program participation for the last 15 years.

##### [20-0996](#) PRESENTATION - Library Reopening Plan

Superintendent of Libraries, Steve Sloan, presented the Library Reopening Plan presentation.

The draft reopening plan is proposed to begin in late January 2021.

#### **ORAL COMMUNICATIONS**

None.

### **CONSENT CALENDAR**

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

**Yes:** 4 - Chair Lai  
Vice Chair Wang  
Board Member Isaak  
Board Member Jain

**No:** 0

**Absent:** 1 - Board Member Cisneros

**1.A**     [20-0994](#)     Approve the Board of Library Trustees Meeting Minutes of November 9, 2020

Approve the Board of Library Trustees Minutes of November 9, 2020 as submitted.

**1.B**     [20-0999](#)     Approve the Board of Library Trustees and Parks and Recreation Joint Special Meeting Minutes of November 18, 2020

Approve the Board of Library Trustees and Parks and Recreation Joint Special Meeting Minutes of November 18, 2020 as submitted.

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

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

#### **-Board Member Comments**

Chair Lai would like the library to look into providing a virtual museum tour.

#### **-Staff Comments**

Superintendent Steve Sloan updated the board regarding: Winter Reading Program, the library's new app, the branch library design going to City Council, and the Civic Center construction.

### **ADJOURNMENT**

Chair Lai adjourned the meeting at 8:19 p.m.