



City of Sunnyvale

Meeting Minutes - Draft

Board of Library Trustees

Monday, March 7, 2016

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 7:00 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 March 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

None.

CONSENT CALENDAR

1 [16-0139](#) Approval of Draft Minutes of December 7, 2015

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

Yes: 3 - Chair Shanmugasundaram
Vice Chair Lai
Board Member Isaak

No: 0

Absent: 1 - Board Member Torres

Abstain: 1 - Board Member Bremond

PUBLIC HEARINGS/GENERAL BUSINESS

2 [16-0140](#) Approval of 2016 Master Work Plan

Director Bojorquez supplied the Board with the work plan calendar for 2016. Chair Shanmugasundaram suggested revising the work plan calendar to reflect February scheduled items being presented at the March meeting. Additional revisions included: canceling the May 2, June 6 and November 7 meetings and scheduling special meetings on June 13 and November 14.

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

Board Member Bremond moved, and Board Member Isaak seconded, approval of the 2016 work plan calendar as amended. 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

3 [16-0141](#) Approval of Library Fee Schedule

Administrative Librarian Steve Sloan provided the Board with an overview of the proposed Library Fee Schedule. Staff is proposing elimination of the \$2.00 replacement library card fee. Neighboring libraries either charge less or have eliminated the fee for replacement of library cards. Removing the fee promotes library usage by removing a potential financial barrier. Staff identified there will not be a significant impact on revenues; however, to partially offset the revenue staff is also proposing to raise the collection agency fee from \$8.95 to \$10.00. This action may result in an estimated \$300 annually.

Chair Shanmugasundaram opened the public hearing, and there being no public

testimonies, closed the public hearing.

Board member Isaak moved, and Vice Chair Lai seconded, approval of the FY 16/17 Fee Schedule 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

4 [16-0142](#) Discussion of Day in the District Planning Efforts

Director Bojorquez informed the Board that Pacific Library Partnership is coordinating the annual Day in the District event. Once the event date has been finalized, Library Administration will share the information with the Board. Board Member Bremond, Vice Chair Lai and Chair Shanmugasundaram shared their interest in attending the event. Chair Shanmugasundaram provided a brief overview of the 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.

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

STANDING ITEM: CONSIDERATION OF POTENTIAL STUDY ISSUES

None.

Chair Shanmugasundaram inquired on the status of the Civic Center Modernization Project. Director Bojorquez provided the Board with an overview on the current status.

NON-AGENDA ITEMS & COMMENTS

-Board Member Comments

Board Member Isaak mentioned that the Friends of the Sunnyvale Library has formed a Library Foundation Subcommittee.

Board Member Bremond mentioned that the annual Repair Cafe program is scheduled from noon to 4 p.m. on Sunday, April 24 in the Library Program Room.

He provided an overview of the event.

-Staff Comments

Director Bojorquez noted the following:

- At their March 15 meeting, Council will consider two appeals of decision by the Planning Commission: 1) Certifying an Environmental Impact Report and 2) Denying a Use Permit to allow Stratford School at the former Raynor Activity Center.
- The Library periodically reviews its policies to ensure they establish clear, current, and equitable guideline for Library usage. Several key policies are currently under review, covering topics such as public conduct, photography, and service animals. Library staff expect to bring these policies to the Board for review in the near future.
- The Fiction Room, once a quiet study area, has been refurbished with furniture that is functional and flexible for meetings, small Library programs and collaborative projects. The new tables can be easily moved and configured in any number of ways. New sitting and casual reading areas have been created with comfortable and brightly colored chairs.
- The Sunnyvale Public Library's Career Online High School program provides adults with a unique educational opportunity to earn an accredited high school diploma and career certificate online for free. A limited number of scholarships to Sunnyvale adult learners are being offered.
- Board Members are encouraged to attend the Sunnyvale Public Library's 27th Annual Storytelling Festival on Saturday, April 9. The Young Voices in Storytelling will be performing at the festival.
- Community Services Youth and Family Resources will host their Third Annual Child Care Fair on Saturday, March 12, from 11 a.m. - 2 p.m. in the Library Program Room.
- Community Services staff held their annual Summer Camp Fair on Saturday, February 28 and generated approximately \$18,000 in summer camp registrations.
- Articles were distributed.

INFORMATION ONLY ITEMS

None.

ADJOURNMENT

The meeting was adjourned at 7:45 p.m.