



# City of Sunnyvale

## Meeting Minutes - Draft

### Board of Library Trustees

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Monday, May 16, 2016

7:00 PM

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

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#### 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.