



City of Sunnyvale

Meeting Minutes - Draft

Board of Library Trustees

Monday, April 3, 2017

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 7:01 p.m.

ROLL CALL

Present: 3 - Chair Carey Wingyin Lai
Vice Chair Daniel Bremond
Board Member Mark Isaak

Absent: 2 - Board Member Tina Hwang
Board Member Erika Torres

Board Member Torres (excused absence)
Board Member Hwang (unexcused absence)
Council Liaison Goldman arrived at 7:21 p.m.

ORAL COMMUNICATIONS

None.

CONSENT CALENDAR

- 1 [17-0332](#) Approve the Board of Library Trustees Meeting Minutes of
March 6, 2017

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

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

No: 0

Absent: 2 - Board Member Hwang
Board Member Torres

PUBLIC HEARINGS/GENERAL BUSINESS**2 [17-0333](#) Overview of Study Issue Process**

Agenda item Overview of Study Issue Process was canceled.

3 [17-0334](#) Review of National Library Week

Supervising Librarian Christine Mendoza reported that Sunday, April 9 through Saturday, April 15 is National Library Week and provided the Board with an overview of the week's activities. Board Members were invited to participate in the celebration and assist with the Library's customer satisfaction survey.

Chair Lai opened the public hearing, and there being no public comments, closed the public hearing.

4 [17-0380](#) Presentation on Hoopla Digital Media Service

Administrative Librarian Steve Sloan provided the Board with an overview of the Hoopla service. Hoopla is a pay-for-checkout model that allows patrons to stream content such as movies, music, ebooks, television series, and audiobooks. It was noted that the demand for Hoopla continues to increase each year at a higher than anticipated rate. This has resulted in a disproportionate amount of the budget allocated to Hoopla (10% of total budget while only 1% of total online users access Hoopla). As such, the pay-for-checkout model is unsustainable from a budgetary perspective.

Staff identified options that will help contain the cost and will allow the Library to continue to provide the service. The checkout limit has been lowered from 5 to 3 and over 50,000 Hoopla records have been removed from the Library catalog. In addition, staff will monitor expenditures closely and will explore the feasibility of collaborative agreement with other libraries.

Chair Lai opened for public hearing, and there being no public comments, closed the public hearing.

5 [17-0395](#) Review of Library Goals and Objectives

Director Bojorquez presented the Board with an overview of workflow charts outlining the City's process for revising Council Policies; the Sunnyvale Charter or the General Plan. The Board was also provided with sample goals and objectives from other libraries. Chair Lai provided the Board with a matrix of goals and objectives she identified as potential goals for Sunnyvale Library.

Chair Lai opened for public hearing, and there being no public comments, closed the public hearing.

Board Member Isaak moved, and Chair Lai seconded, proposal of a Study Issue to revise Council Policy 6.2.1. The motion carried by the following vote:

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

No: 0

Absent: 2 - Board Member Hwang
Board Member Torres

STANDING ITEM: CONSIDERATION OF POTENTIAL STUDY ISSUES

None.

NON-AGENDA ITEMS & COMMENTS

-Board Member Comments

None.

-Staff Comments

Director Bojorquez informed the Board of the following:

- On Saturday, February 25, the Sunnyvale Silicon Valley Chamber of Commerce awarded the Sunnyvale Public Library with its Outstanding Technology and Innovation in Library Services award.
- The Microsoft Krause Center for Innovation (KCI) selected Children's Librarian Nancy Andrus to receive its Innovation Award for her work with the Make-HER program. The award honors three exemplary, innovative teacher-student collaborative projects that fully integrate technology and benefit the Silicon Valley educational community.
- The Sunnyvale Library was recently featured in TechSoup For Libraries. The article highlights the Library's cutting-edge projects like the 3D Printer, Designer Laptop, and Bay Area Library ePublishers.
- The Sunnyvale Library was recently featured in the San Jose Mercury News. The article highlights the new Kartma Street Café on the Library plaza.
- Library staff and Sunnyvale School District representatives are working together to implement the White House ConnectED Library Challenge. The Challenge is to have every child enrolled in Sunnyvale schools receive a virtual library card and have access to the Library's digital resources. Lakewood Elementary School will pilot the four-week program beginning mid-April. The program will introduce one

new skill each week with directions on a “passport” for students to write in what resource they accessed in alignment with the established curriculum.

- The Cooking Up Stories eBook Launch Party is scheduled for 3 p.m. on Saturday, April 8 in the Program Room.
- The Friends of the Sunnyvale Public Library held a successful book sale on Saturday, March 25 and Sunday, March 26. They raised \$5,330 for the Library.
- For increased security, library patrons are now required to choose and type their own PIN when registering for a library card or any other circumstance where a PIN reset is required. Customers are being advised to reset their PIN to a numeric PIN, at least four digits in length.

INFORMATION ONLY ITEMS

None.

ADJOURNMENT

The meeting was adjourned at 8:32 p.m.