



City of Sunnyvale

Meeting Minutes - Draft

Board of Library Trustees

Monday, May 15, 2017

7:00 PM

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

Special Meeting

CALL TO ORDER

The meeting was called to order at 7:02 p.m.

ROLL CALL

Present: 4 - Chair Carey Wingyin Lai
Vice Chair Daniel Bremond
Board Member Tina Hwang
Board Member Mark Isaak
Absent: 1 - Board Member Erika Torres

Board Member Hwang's absence from the April 3, 2017 meeting was excused.
Board Member Torres (excused absence)
Council Liaison Goldman (present)

ORAL COMMUNICATIONS

None.

CONSENT CALENDAR

- 1 [17-0522](#) Approve the Board of Library Trustees Meeting Minutes of April 3, 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: 4 - Chair Lai
Vice Chair Bremond
Board Member Hwang
Board Member Isaak

No: 0

Absent: 1 - Board Member Torres

PUBLIC HEARINGS/GENERAL BUSINESS

- 2 [17-0486](#) Review Proposal to Assist the Department of Library and Community Services (LCS) with the Design and Implementation of the 2017 Library Cart Art Contest

Administrative Librarian Steve Sloan and Friends of the Sunnyvale Library representative Kathy Boelter presented the Board with an overview of the Library's Cart Art Contest. The contest is an opportunity to promote art within the Library. Artists of all ages will be invited to submit original artwork that could be converted to decals and used to decorate the shelving carts. Staff is requesting two members of the Board of Library Trustees provide assistance in the design, implementation and promotion of the contest. The Board Members would work with staff, representatives of the Arts Commission and the Friends of the Sunnyvale Public Library on the planning of the contest. The proposed contest would be launched to coincide with the National Arts and Humanities Month in October 2017.

Vice Chair Bremond and Board Member Hwang volunteered to be on the planning committee for the contest.

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

Board Member Isaak moved, and Vice Chair Bremond seconded, to appoint two representatives of the Board of Library Trustees to participate on the planning committee. Vice Chair Bremond and Board Member Hwang will serve on the planning committee. The motion carried by the following vote:

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

No: 0

Absent: 1 - Board Member Torres

- 3 [17-0523](#) Approve FY 2017/18 Library Recommended Budget

Director Bojorquez presented the Board with an overview of the City's budget structure and process. The FY 2017/18 recommended budget focuses on the City's projects plan. A review of Budget Supplement No. 1, Library Plumbing Study Project, Library Program Space Project and Library LED Lighting Conversion

Project was provided.

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

Vice Chair Bremond moved, and Board Member Isaak seconded, to recommend to Council the approval of the FY 2017/18 budget as presented. The motion carried by the following vote:

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

No: 0

Absent: 1 - Board Member Torres

4 [17-0524](#) Update on Progress of Branch Library Project

Director Bojorquez informed the Board that the City executed an agreement to conduct a feasibility study for a joint branch library. Representatives from the City and School District have identified multiple site locations at Lakewood Park that will be presented to Council for their review at a future Study Session.

Director Bojorquez mentioned that Library staff continues to identify projects that will help build a relationship with the School District and the Lakewood community. Most recently, the White House ConnectED Library Challenge was completed at Lakewood Elementary School. The Challenge provided every child enrolled at the school with a virtual library card and access to the Library's digital resources.

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

Vice Chair Bremond moved, and Board Member Isaak seconded, approval of the staff report. The motion carried by the following vote:

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

No: 0

Absent: 1 - Board Member Torres

5 [17-0526](#) Discussion of National Library Week Feedback

Director Bojorquez mentioned that during National Library Week staff gathered satisfaction surveys and customer feedback regarding library operations. She thanked Vice Chair Bremond for his participation during National Library Week in helping to solicitate participation in the survey. Board Members recommended that staff administer surveys throughout the year and offer the surveys electronically as well.

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

Board Member Isaak moved, and Board Member Hwang seconded, approval of the staff report. The motion carried by the following vote:

Yes: 4 - Chair Lai
 Vice Chair Bremond
 Board Member Hwang
 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**

Vice Chair Bremond presented the Board with an overview of the Repair Café event on Sunday, April 30. Thirty six volunteers assessed over 100 items. Of those items: 56 were fixed, 9 were partially fixed and 29 were unable to be fixed.

Board Member Isaak requested Lakewood school staff be informed of the 20% teacher discount available at the Friends of the Sunnyvale Library book sales. Director Bojorquez mentioned that the Sunnyvale School District has offered to publish Library-related items in their newsletter and suggested an article highlighting the Friends group be prepared for an upcoming newsletter.

-Staff Comments

Director Bojorquez informed the Board of the following:

- The Library received a \$2,500 donation in honor of Gloria Carlstrom. Gloria was a participant of the Homebound Delivery Program and a long-time resident of Atria

Assisted Living facility who looked forward to her visits from Bob Balmanno. The donation is to be used to support the Homebound Delivery Program.

- The much-anticipated bike mobile has arrived! Community members can help us name the bike mobile by casting their vote at the bike mobile display in the Library lobby.

- The Library's Make-HER Series continues to receive praise. The program series was recently featured in two articles: "Sunnyvale Library's STEM Program for Girls Nets Grant, Praise", published in the San Jose Mercury News on Sunday, April 23 and "Informal Maker Programs Make Deep Connections," published by FabLEARN Fellows on Monday, April 24. The hands-on "making" program for girls and their mothers has received a number of awards and has been highlighted nationwide as a program that stands out "for spreading meaningful and lasting impact" in the community.

- The Library recently applied, and was awarded, an equipment grant to participate in the Virtual Reality (VR) Experience Project. The Library will receive a VR-enabled computer with pre-loaded educational programs, plus Oculus Rift head gear. The Library will also receive installation assistance, training, and access to a web portal that will include resources for successful VR programming. In addition, the Library will be afforded the opportunity to purchase additional computers and head gear at discounted prices.

- Part-time Library Specialist III, Aaron Migliaccio, has been promoted to the full-time Library Assistant position in Circulation. Aaron has worked at the Sunnyvale Library as a Library Specialist III since 2014. Aaron will begin his new assignment on Tuesday, May 23.

- The Friends of the Library Book Sale is scheduled for Saturday, May 20, 10 a.m. – 3 p.m. and Sunday, May 21, Noon – 3 p.m. at the Sunnyvale Public Library Program Room.

INFORMATION ONLY ITEMS

None.

ADJOURNMENT

The meeting was adjourned at 8:02 p.m.