



# City of Sunnyvale

## Meeting Minutes - Draft

### Board of Library Trustees

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Monday, June 3, 2019

7:00 PM

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

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#### **CALL TO ORDER**

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

#### **ROLL CALL**

**Present:** 5 - Chair Carey Wingyin Lai  
Vice Chair Daniel Bremond  
Board Member Tina Hwang  
Board Member Mark Isaak  
Board Member Sharlene Wang

Council Liasion Fong (absent)

Board Member Hwang arrived at 7:05 p.m.

#### **PRESENTATION**

[19-0612](#) PRESENTATION - Multi-lingual Services and English as a  
Second Language

Sue Kaplan, Supervising Librarian, provided the Board with an overview of the ongoing programs and events conducted both inside and outside the Library. Ms. Kaplan spoke about materials offered in the Library that are culturally inclusive.

Board Members commented on Library materials matching the demographics in Sunnyvale, Translator requests and the Library's online database.

#### **ORAL COMMUNICATIONS**

Susan Bremond spoke regarding English Second Language (ESL) and requested that the Library have a recommended list of ESL books for advanced readers. Ms. Bremond would also like to see an ESL book club formed.

#### **CONSENT CALENDAR**

- 1      [19-0619](#)      Approve the Board of Library Trustees Meeting Minutes of May 20, 2019

Vice Chair Bremond moved and Board Member Hwang seconded, approval of the Board of Library Trustees minutes of May 20, 2019. The motion carried by the following vote:

**Yes:** 5 -    Chair Lai  
                 Vice Chair Bremond  
                 Board Member Hwang  
                 Board Member Isaak  
                 Board Member Wang

**No:** 0

### **PUBLIC HEARINGS/GENERAL BUSINESS**

- 2      [19-0008](#)      Recommend that the City Council Approve and Authorize the City Manager to Execute an Amended and Restated Agreement Between the City of Sunnyvale and the Friends of the Sunnyvale Public Library.

Board Member Mark Isaak recused himself at 7:25 p.m.

Board Member Isaak currently sits on the Board for the Friends of the Sunnyvale Public Library and recused himself due to the conflict of interest.

Steve Sloan, Superintendent of Libraries, spoke about the agreement and reviewed the amendments to the agreement. Amendments included:

- 5 year agreement with option to renew,
- Current agreement does not offer flexibility on Library space, whereas the new agreement, utilize's Library space
- Friends will now be allowed to apply for grants on the Library's behalf
- Maintenance of the Friends website

The Friends of the Public Library's purpose is to enhance and support the Library.

Board Members commented on the amended agreement specification, donation of the 10% of funds that do not go to the Library, and fundraising efforts.

Board Members made a motion to modify the Friends of the Sunnyvale Public Library agreement to include review by the Board of Library Trustees if the agreement is renewed for the 2 year period.

Vice Chair Bremond moved and Board Member Hwang seconded the motion to amend the Friends of the Sunnyvale Public Library Agreement to include review by the Board of Library Trustees upon 2 year renewal. The motion carried by the following vote:

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

**No:** 0

**Recused:** 1 - Board Member Isaak

Vice Chair Bremond moved and Board Member Hwang seconded the motion to Approve and Authorize the City Manager to Execute an Amended and Restated Agreement Between the City of Sunnyvale and the Friends of the Sunnyvale Public Library. The motion carried by the following vote:

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

**No:** 0

**Recused:** 1 - Board Member Isaak

Board Member Mark Isaak returned to the room at 7:35 p.m.

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

None.

**NON-AGENDA ITEMS & COMMENTS**

**-Board Member Comments**

The Board inquired about senior training, data in regards to digital accessibility, and printing services at the Library.

**-Staff Comments**

Superintendent Steve Sloan spoke about:

- Outdoor Expo at the Library on Saturday, June 22. We encourage the Board to volunteer and/or attend.
- Summer reading has begun.
- Space camp program on Saturday, July 27.

Director of Library and Community Services, Cherise Brandell introduced herself and thanked the Board for everything they do for the Library.

### **ADJOURNMENT**

Chair Lai adjourned the meeting at 7:52 p.m.