



City of Sunnyvale

Meeting Minutes - Draft

Board of Library Trustees

Monday, August 3, 2020

7:00 PM

Telepresence Meeting: City Web Stream

TELECONFERENCE NOTICE

CALL TO ORDER

Pursuant to Section 3 of Executive Order N-29-20, issued by Governor Newsom on March 17, 2020, the meeting was conducted telephonically.

Chair Lai called the meeting to order at 7:01 p.m.

ROLL CALL

Present: 5 - Chair Carey Wingyin Lai
Vice Chair Sharlene Wang
Board Member Alysa Cisneros
Board Member Mark Isaak
Board Member Rahul Jain

Council Liaison Goldman (absent)

ORAL COMMUNICATIONS

None.

CONSENT CALENDAR

- 1.A** [20-0636](#) Approve the Board of Library Trustees Meeting Minutes of March 9, 2020

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

Yes: 5 - Chair Lai
Vice Chair Wang
Board Member Cisneros
Board Member Isaak
Board Member Jain

No: 0

PUBLIC HEARINGS/GENERAL BUSINESS

2 [20-0634](#) Selection of Chair and Vice Chair

Nominations were opened for Chair to the Board of Library Trustees. Board Member Wang nominated Chair Lai who accepted the nomination. No further nominations were presented.

Vote on nomination for Chair Lai for Chair:

Yes: 5 - Chair Lai
 Vice Chair Wang
 Board Member Cisneros
 Board Member Isaak
 Board Member Jain

No: 0

Nominations were opened for Vice Chair to the Board of Library Trustees. Chair Lai nominated Vice Chair Wang who accepted the nomination. No further nominations were presented.

Vote on nomination for Vice Chair Wang for Vice Chair:

Yes: 5 - Chair Lai
 Vice Chair Wang
 Board Member Cisneros
 Board Member Isaak
 Board Member Jain

No: 0

STANDING ITEM: CONSIDERATION OF POTENTIAL STUDY ISSUES

NON-AGENDA ITEMS & COMMENTS

-Board Member Comments

None.

-Staff Comments

Superintendent of Libraries, Steve Sloan, provided an overview of how library services have been adapted during the pandemic, and how the library continues to

change to better serve the needs of the community. He discussed the expansion of virtual services during the Shelter in Place order, including new virtual programs, reading recommendation services, and the increase in digital content made available through eBooks and other streaming and downloadable services. By June 2020, the library restarted “in-person” services from an outdoor service point. Called “Sidewalk Service”, patrons could pick up holds, make library cards, and receive limited staff assistance. In the same month, the library launched a new online catalog, a new chat service, expanded its Wifi hotspot collection, and launched a new Chromebook lending service. Staff also assisted with cooling center operations, volunteered for contact tracing, and helped deliver groceries to seniors. Coming in August, the Library is getting ready for a change in service model and service hours to better serve the public. This change will take effect the week of August 17. The Library expects to launch a new iOS mobile app in August.

Superintendent Sloan then discussed the revised Board work plan. He concluded the staff report by providing the Board with an update on the Lakewood Library Branch design development. The next community outreach event for the branch library is scheduled for Wednesday, August 26 between 5 and 7:30 pm.

INFORMATION ONLY ITEMS

- 3 [20-0635](#) Budget Impacts due to Covid-19 and Changes to Fines
 Elimination Decision by Council

Superintendent Steve Sloan spoke about the library's budget impact due to the elimination of overdue fines.

ADJOURNMENT

Chair Lai adjourned the meeting at 8:31 p.m.