



# City of Sunnyvale

## Meeting Minutes - Final

### Board of Library Trustees

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Monday, October 3, 2016

7:00 PM

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

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#### **CALL TO ORDER**

The meeting was called to order at 7:01 p.m.

#### **ROLL CALL**

**Present:** 5 - Chair Carey Wingyin Lai  
Board Member Daniel Bremond  
Board Member Tina Hwang  
Board Member Mark Isaak  
Board Member Erika Torres

Board Member Hwang arrived at 7:05 p.m.  
Council Liaison Larsson (present)

#### **PRESENTATION**

[16-0947](#) PRESENTATION - Teen Advisory Committee

Teen Advisory Committee (TAC) President Ting Chang provided the Board with a presentation that highlighted the role and responsibilities of the Advisory Committee as well as highlights of recent accomplishments and upcoming events.

#### **ORAL COMMUNICATIONS**

Chair Lai welcomed Board Member Hwang to the Board of Library Trustees. Board Member Hwang provided a brief overview of her background.

#### **CONSENT CALENDAR**

1 [16-0874](#) Approval of Draft Minutes of August 1, 2016

Board Member Bremond moved, and Board Member Isaak seconded, approval of the consent calendar as presented. Board Member Hwang abstained due to her absence at the August 1, 2016 meeting. The motion carried by the following vote:

**Yes: 4 -** Chair Lai  
Board Member Bremond  
Board Member Isaak  
Board Member Torres

**No: 0**

**Abstain: 1 -** Board Member Hwang

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

**2**      [16-0875](#)      Annual Review of Code of Ethics and Conduct for Elected and Appointed Officials

Chair Lai provided the Board with an overview of the 2016 Code of Ethics and Conduct for Elected and Appointed Officials.

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

Board Member Bremond moved, and Board Member Isaak seconded, approval of the 2016 Code of Ethics and Conduct for Elected and Appointed Officials as presented. The motion carried by the following vote:

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

**No: 0**

**3**      [16-0877](#)      Election of Vice Chair

Nominations were opened for Vice Chair to the Board of Library Trustees. Board Member Bremond nominated himself. No further nominations were presented.

Vote on nomination for Vice Chair:

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

No: 0

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

Chair Lai and Director Bojorquez provided Board Member Hwang with an overview of the Study Issues Process. Chair Lai inquired if it is possible to study how the City serves low income population in Sunnyvale. Discussion ensued regarding the Civic Center Modernization Project, new main library and a branch library. Director Bojorquez noted that Council will be reviewing a report regarding the Civic Center Modernization Project at their October 25 meeting. No Study Issues were proposed at this time.

**NON-AGENDA ITEMS & COMMENTS**

**-Board Member Comments**

Board Member Bremond reminded the Board that the November 7 Board of Library Trustees meeting has been canceled. A Special Board of Library Trustees meeting is scheduled for Monday, November 14.

**-Staff Comments**

Director Bojorquez noted the following:

- On Saturday, October 1 the Sunnyvale Public Library hosted acclaimed Grand Master Chef, restaurateur, author and TV celebrity Martin Yan. Approximately 150 participants discovered the secrets of Asian cuisine. Mr. Yan also answered questions and signed books. This program was sponsored by the Friends of the Sunnyvale Public Library.
- The Library will be hosting Escape Room programs. The first program, for ages 18 and older, will be held on Friday, October 21 at 6:15 p.m. and 7:15 p.m. The second program, for ages 13 and older, will be held on Saturday, October 22 at 2:00, 3:00 and 4:00 p.m. Participants will be tasked to solve hidden puzzles in a locked room within 30 minutes to escape the Library. Sign ups are required and are limited to 8-10 people per session.
- The City's annual Employee Appreciation event took place the week of September 19. The Department of Library and Community Services celebrated the week with food, games and staff received personalized coffee mugs.
- The Department of Library and Community Services Staff Development Day is scheduled for Friday, November 11. The day will include a guest speaker and breakout sessions consisting of professional development, customer service, community resources and wellness. The Library will be closed.

**INFORMATION ONLY ITEMS**

None.

**ADJOURNMENT**

The meeting was adjourned at 7:36 p.m.