



City of Sunnyvale

Meeting Minutes - Final

Board of Library Trustees

Monday, April 2, 2018

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 7:00 p.m.

ROLL CALL

Present: 5 - Chair Carey Wingyin Lai
Vice Chair Daniel Bremond
Board Member Mason Fong
Board Member Tina Hwang
Board Member Mark Isaak

Board Member Hwang arrived at 7:02 p.m.
Council Liaison Klein (present)

ORAL COMMUNICATIONS

None.

CONSENT CALENDAR

- 1 [18-0229](#) Approve the Board of Library Trustees Meeting Minutes of
March 5, 2018

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 Fong
Board Member Isaak

No: 0

Absent: 1 - Board Member Hwang

PUBLIC HEARINGS/GENERAL BUSINESS**2 [18-0230](#) Update on Cold Weather Shelter**

Supervising Librarian Christine Mendoza reported that in March 2018, the Santa Clara Board of Supervisors voted to approve a pilot program extending operations of the North County Homeless Shelter from six months to year-round. She reminded the Board that the Library is one of nine shuttle dropoff/pickup locations. Mrs. Mendoza provided the Board with an overview of the services provided at the North County Shelter.

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

3 [18-0231](#) Overview of California Listens Project

Supervising Librarian Christine Mendoza reported that in January 2018, the Sunnyvale Public Library was one of sixteen libraries in the state to be selected to join the California Listens Digital Storytelling Project. Sunnyvale Public Library will be selecting approximately 15 members of the community to share their stories on what it means to be Californian. Those selected will participate in a two-day workshop scheduled for July 11 and 12, 2018. The workshop will provide training on the basics of digital storytelling; script writing and voice recording; image preparation and storyboarding; video editing and support on the production of a two to four-minute digital story. The final stories will be showcased in the fall.

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

4 [18-0295](#) Update on Branch Library and Learning Center Project

Director Bojorquez reported that at their March 6 meeting, Council authorized the City Manager to negotiate a Memorandum of Understanding (MOU) with Sunnyvale School District (SSD) and Fremont Union High School District (FUHSD) for a joint use Lakewood Branch Library and Learning Center. It is anticipated that the MOU will be presented for approval in June, 2018.

Director Bojorquez informed the Board that a "Community Table" event is scheduled for April 26 at Lakewood Elementary School. This event will be an opportunity for the larger community to provide feedback on the proposed site options. Board Members expressed their interest in attending the event.

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

STANDING ITEM: CONSIDERATION OF POTENTIAL STUDY ISSUES

None.

NON-AGENDA ITEMS & COMMENTS

-Board Member Comments

Board Members inquired about National Library Week Activities. Supervising Librarian Christine Mendoza informed the Board that National Library Week will be April 8 through April 14 and provided an overview of the activities scheduled throughout the week.

-Staff Comments

Director Bojorquez informed the Board of the following:

- The Library is in the process of creating a new marketing toolkit that will ensure a consistent, unified appearance for Library communications in alignment with the City's new brand design guidelines. The toolkit will include templates for program flyers, email banners, booklists and physical banners. The new "Welcome" bookmark is the first piece of completed collateral. It is anticipated that the toolkit will be completed within the next few months.
- During the month of March, the library held two Murder Mystery Nights, one on March 16 with 43 attendees, and another on March 30 with 37 attendees. Both sessions were sold out within 24 hours of being posted. Due to the popularity of this program, additional Murder Mystery Nights will be scheduled.
- The Make-HER 3D printer continues to be popular with patrons. In the month of March, moms and daughters were introduced to CAD and 3D print technology through the Library's Make-HER program. Participants were given the opportunity to participate in the Ultimaker's Ocean Plastic Community Project. Participants sketched their own real or imagined sea creatures, and then used the free, web-based program Tinkercad to model their 3D creation.
- The City of Palo Alto has appointed its Director of Library Services to also serve as the City's interim Community Services Director for fiscal years 2018 and 2019. According to the official announcement, "this is not a merger of the two departments but rather a time for the two departments to spend some focused collaborative time together." Earlier this year, the City of Pleasanton also appointed their Director of Library Services to serve as interim Community Services Director as they look to merge their two departments as well. These cities have looked to Sunnyvale to

provide insight on how a combined and/or coordinated Library and Community Services Department can result in leveraged resources and better customer service.

- On April 24th, a student from St. Francis High School (Kaushik Tota) will be recognized at the City Council meeting for winning the “Who wants to be a Millionaire” tv show. Kaushik has indicated an interest in donating part of his winnings to the City. His \$500 donation will be matched by a donation by his father’s employer, Genentech.

INFORMATION ONLY ITEMS

None.

ADJOURNMENT

The meeting adjourned at 8:00 p.m.