



# City of Sunnyvale

## Agenda Item-No Attachments (PDF)

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### **REPORT TO COUNCIL**

#### **SUBJECT**

Board/Commission Resignation (Information Only)

#### **DISCUSSION**

This report is to inform the Council of the following resignation from a City board.

Mason Fong, who was appointed to the Board of Library Trustees on October 22, 2017 and serving a term to expire June 30, 2021, resigned from the Board, effective December 18, 2018.

A letter of resignation has been filed with the Office of the City Clerk.

The Board of Library Trustees vacancy will be included in the upcoming recruitment process for appointments.

#### **EXISTING POLICY**

Administrative Policy, Chapter 1, General Management, Article 15, Section 2, Subdivision 8 states that when a resignation letter is received, staff shall prepare an Information Only Report to Council that indicates the resignation(s) and specifies the process staff recommends to fill the new vacancy.

#### **PUBLIC CONTACT**

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall, at the Sunnyvale Senior Center, Community Center and Department of Public Safety; and by making the agenda and report available at the Sunnyvale Public Library, the Office of the City Clerk and on the City's website.

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