



CITY OF MILPITAS LIBRARY AND EDUCATION ADVISORY COMMISSION

REGULAR MEETING

AGENDA

Monday, May 20, 2024

7:00 p.m.

Milpitas Library Conference Room
160 N Main Street, Milpitas

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Seating of Alternates
5. Approval of Agenda: May 20, 2024
6. Approval of Meeting Minutes: March 18, 2024

7. Public Forum

Members of the audience are invited to address the Commission on any subject not on the agenda. Speakers must state their name (address is optional) for the record and limit their remarks to three minutes or less. For items not listed on the agenda, no response is required of City staff or Commissioners. However, Commissioners may ask staff to place the item on a future meeting agenda.

8. Announcements

9. Business Items

a. Youth Essay Writing Contest Event – Yu-Lan Chou, Chair

Background: The Library and Education Advisory Commission's Work Plan includes an annual Youth Essay Writing Contest for Milpitas youth. During the LEAC meeting in January, it was decided that this year's event would take place at the Milpitas Library on Saturday, August 24, 2024.

Recommendation: Review the event's final logistics as well as the proposed layout for the Library, including the use of dedicated space for different age groups. Discuss the itinerary and schedule of events, including registration, the introduction, the essay writing portion, the judging process, certificate signing, and presentation of winners. Additionally, assign the confirmed judges to particular age divisions and assess if additional judges are needed to be recruited.

b. FY2024-25 Work Plan Final Review – Yu-Lan Chou, Chair

Background: Each year, the Library and Education Advisory Commission discusses and finalizes its annual Work Plan that includes projects and efforts to further promote the Milpitas Library’s various programs, services and activities that benefit the Milpitas community at large.

Recommendation: Review and finalize the FY2024-25 Work Plan draft for City Council’s review and approval.

10. City Liaison Reports

- a. Friends of the Milpitas Library Report
- b. County Librarian Report
- c. Community Librarian Report
- d. City Council Report
- e. City Staff Report

11. Future Agenda Items

12. Adjournment

The next Library and Education Advisory Commission Meeting: Monday, September 16, 2024, at 7:00 p.m.

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Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions and other agencies of the City exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and the City operations are open to the people's review.

For more information on your rights under the Open Government Ordinance or to report a violation, contact the City Attorney's office at Milpitas City Hall, 455 E. Calaveras Blvd., Milpitas, CA 95035
e-mail: mmutalipassi@milpitas.gov / Phone: 408-586-3040

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