



CITY OF MILPITAS

Library and Education Advisory Commission

MEETING MINUTES
7:00 p.m.
Monday, November 18, 2024
Milpitas Library
160 N. Main St. Milpitas, CA 95035

- CALL TO ORDER** Chair Chou called the meeting to order at 7:00 p.m. Chair Chou called the roll.
- ROLL CALL**
- PRESENT:** Chair Yu-Lan Chou, Commissioners Therese Hoang, Barbara Martens, Hellie Mateo, Vice Mayor Evelyn Chua
- ABSENT:** Commissioners Ann Anderson, Nonie McDonald, Naga Venkata Satya Sannidhi, Trijohn Tran, Student Commissioner Yunha Park, Vice Chair Rekha Pardeshi
- Library Staff:** Kelly McKean – Community Librarian
Steve Fitzgerald – Deputy County Librarian
- City Staff:** John Macon – Recreation Supervisor
Amanda Ingua – Public Service Assistant II
- PLEDGE of ALLEGIANCE** Chair Chou led the pledge of allegiance.
- ALTERNATE SEATING** NA
- APPROVAL OF AGENDA** **Motion to approve the November 18, 2024 agenda.**
- M/S:** Martens/Mateo **AYES:** All
- APPROVAL OF MINUTES** **Motion to approve the September 16, 2024 minutes.**
- M/S:** Hoang/Chou **AYES:** All **ABSTAIN:** Martens, Mateo
- PUBLIC FORUM** NA
- ANNOUNCEMENTS** NA
- BUSINESS ITEMS**
- A. SCCLD Program Policy Review – Steve Fitzgerald, Deputy County Librarian**
- Recommendation:** Receive information about the SCCLD Library Events and Programs Draft.
- Deputy County Librarian, Steve Fitzgerald briefed the Commission on the Library Programs and Events Policy.
- B. Service Levels for Growing Populations – John Macon, City Staff**

Recommendation: Discuss the work plan topic including 1) Any previous Library Service Level assessments; 2) How the current SCCLD Community Survey can inform the topic; and 3) The typical and appropriate roles and responsibilities of City and/or County staff regarding this project.

The Commission will research and regroup for the next meeting with ideas, and suggestions for service points needed.

C. County Commissions Forum – Yu-Lan Chou, Chair

Recommendation: Discuss details of this upcoming year’s County Commissions Forum event, and gain agreement on the Commission’s group participation.

The County Commissions Forum event will be held on Saturday, February 1, 2025.

LIAISON REPORT

A. Friends of the Milpitas Library Report – N/A

B. County Librarian Report – Steve Fitzgerald

Shared to the commission of ongoing programming at the county library.

C. Community Librarian Report – Kelly McKean

Shared to the commission of the programming at the local library.

D. City Council Liaison Report – Vice Mayor Evelyn Chua

Vice Mayor Chua shared updates from the City Council.

E. Staff Liaison Report – John Macon

Provided updates to the commission of the upcoming city events.

UPCOMING AGENDA

N/A

ADJOURNMENT

Chair Chou adjourned the meeting at 7:52 p.m.

Motion to adjourn the meeting.

M/S: Mateo/Martens

AYES: All