

CITY OF MILPITAS
Library and Education Advisory Commission
REGULAR MEETING

Minutes: Regular Meeting of the Library and Education Advisory Commission

Date of Meeting: Monday, January 31, 2022

Place of Meeting: Zoom (Virtual Meeting)

I. Call to Order: Chair Chou called the meeting to order at 7:00 pm

II. Pledge of Allegiance: Chair Chou led the Commission in the Pledge of Allegiance.

III. Roll Call: Commissioners Present: Yu-Lan Chou, Dana Arbaugh,
Hellie Mateo, Nonie McDonald,
Susan Loh, Rekha Pardeshi,

City Council Liaison: Councilmember Chua

Library Staff Present: Kelly McKean, Steve Fitzgerald

City Staff Present: John Macon – Recreation Services Supervisor
David Sanchez – Public Services Assistant

IV. Adoption of Agenda: Motion to approve Agenda for January 31, 2022, as submitted.
M/S: Arbaugh / Mateo Ayes: All

V. Approval of Minutes: Motion to approve Minutes for November 15, 2021, as submitted.
M/S: Mateo / Arbaugh Ayes: All

VI. Public Forum: None

VII. Announcements:

- Milpitas Government Buildings have been closed since 1/10/22 due to the uprise of Covid cases in the Santa Clara County. At the end of January, the City of Milpitas decided to extend the closure until 2/14/22. The Lunar New Year Festival will be held virtually this year as well.

VIII. New Business

1. Elections– John Macon, Recreation Supervisor

Background: Each year, the Senior Advisory Commission is required to elect a Chair and Vice Chair to serve through December 2022.

Action: Commissioner Hellie Mateo nominated Dana Arbaugh for Chair and was voted-in unanimously and unopposed. Commissioner Yu-Lan Chou was nominated for Vice Chair and was voted in unanimously and unopposed.

2. Work Plan Projects – Dana Arbaugh – Chair

Background: The Commission's Fiscal Year 2021-22 Work Plan identified goals, projects and ongoing tasks that the Commission can continue to work on and accomplish this fiscal year.

Action: Commission reviewed proposed FY 2020/21 Work Plan projects to start the new year and assess how the Commission can adapt during the current pandemic to meet these project goals. The upcoming Youth Essay Contest was discussed and it was determined to finalize the details at the next scheduled LEAC meeting in March.

3. Library Donor Program – Dana Arbaugh, Commissioner

Background: The Commission's Fiscal Year 2021-22 Work Plan identified work related to the Library Donor Program.

Action: Commission received update by Chair Arbaugh regarding current and upcoming Library Donor Program projects.

IX. Liaison Reports

- **Friends of the Milpitas Library Report**

Huge success on the recent January book sale. \$7500 was made with this sale. Next book sale will be April 30th and May 1st.

- **County Librarian Report**

See attachments.

- **Community Librarian Report**

See attachments.

- **City Council Report**

The library is looking into being a distribution center for home Covid tests. Council has approved the gifts for the commissioners in the City of Milpitas and will be sending them out soon. Also, the small business grant program has begun in the City of Milpitas and applications are being accepted now.

- **Future Agenda Items**

Workplan items with a focus on essay contest.

X. Adjournment:

With there being no further business, the meeting was adjourned at 8:12 PM to the next scheduled meeting on March 21st, 2022.