

CITY OF MILPITAS
Library and Education Advisory Commission
REGULAR MEETING

Minutes: Regular Meeting of the Library and Education Advisory Commission

Date of Meeting: Monday, September 20, 2021

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, Theresa Hoang,
Susan Loh, Rekha Pardeshi

Commissioners Absent: Elpidio Estioko, Nonie McDonald,
Ha Phan,

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

Alternates Seated: Theresa Hoang

IV. Adoption of Agenda: Motion to approve Agenda for September 20, 2021, as submitted.
M/S: Arbaugh / Loh Ayes: All

V. Approval of Minutes: Motion to approve Minutes for May 17, 2021, as submitted.
M/S: Arbaugh / Mateo Ayes: All

VI. Public Forum: None

VII. Announcements:

- Milpitas Senior Center is now open 8:30 – 4:30 Monday through Friday. Very excited to moving forward and preparing more activities for the seniors.

VIII. New Business

1. Debrief Youth Essay Writing Contest 2021 – Yu-Lan Chou, Commission Chair

Background: The Commission's Fiscal Year 2020-21 Work Plan included hosting its annual Essay Contest including judging and awards to both middle and high school-age youth residing in Milpitas. The event was held in late June 2021.

Action: Commission debriefed the Youth Essay Writing Contest event and identify areas that were positive to carry forward as well as areas of improvement for continued success.

2. Work Plan Task (Library Donation Program) – Yu-Lan Chou, Commission Chair

Background: The Library and Education Advisory Commission has identified seven target areas of focus related to their Work Plan. These target areas provide support and advocacy to programs, activities and events that align most positively to the Milpitas Library's needs. During Library and Education Advisory Commission meetings, Commissioners regularly assess what area(s) related to the Work Plan should be prioritized at that time and plan accordingly.

Action: Commission reviewed Work Plan Topic area #7 (Library Donor Program) and discuss how the Commission can work collectively to meet the Work Plan goal for that program area.

IX. Liaison Reports

- **Library Donor Program**

All commissioners are encouraged to go and take some selfies with the donation board as a form of promotion for donations

- **Friends of the Milpitas Library Report**

Book sale starting Thursday, September 23rd.

- **County Librarian Report**

See attachments.

- **Community Librarian Report**

See attachments.

- **City Council Report**

The National Community Cleanup event was a success. Collected about 750 gallons of dried leaves and rubbish that could be turned into compost for the residents of the area. Saturday September 18th was the first National Gymnastic day in Milpitas. New Leadership Academy has begun in Milpitas

- **Future Agenda Items**

TBD

X. Adjournment:

With there being no further business, the meeting was adjourned at 6:30 PM to the next scheduled meeting on November 15th, 2021.