



# CITY OF MILPITAS

## Library and Education Advisory Commission

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### REGULAR MEETING

### AGENDA

7:00 P.M.  
MONDAY, MARCH 17, 2025  
MILPITAS LIBRARY  
161 N. MAIN STREET, MILPITAS, CA 95035

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Seating of Alternates
5. Approval of Agenda: March 17, 2025
6. Approval of Meeting Minutes: January 13, 2025

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. **Service Levels for Growing Populations – John Macon, City Staff**

Background: The Library and Education Advisory Commission's Work Plan includes an examination of service levels in response to the growing population of Milpitas. As part of this plan, the Commission is currently researching the existing library service levels and access to library services in the city.

Recommendation: Receive a presentation from City staff and the Santa Clara County Library District (SCCLD) on this topic.

**b. 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. The most recent event took place on Saturday, August 24, 2024, and the Commission reviewed this event during their meeting on September 16, 2024.

Recommendation: Begin planning the next event to be held in the Fall of 2025. This includes confirming the event date, determining the submission and award format, recruiting volunteer judges, as well as marketing and promotion for the event.

**10. City Liaison Reports**

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

**11. Adjournment**

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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](mailto:mmutalipassi@milpitas.gov) / Phone: 408-586-3040

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Materials related to an item on this agenda submitted to the Commission after initial distribution of the agenda packet are available for public inspection at the Milpitas Library at 160 N. Main Street., Milpitas and on the City website. Commission agendas and related materials can be viewed online: <https://ca-milpitas.civicplus.com/129/Agendas-Minutes> (select meeting type from drop down)

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