



# CITY OF MILPITAS

## Library and Education Advisory Commission

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**MEETING MINUTES**  
**7:00 p.m.**  
**Monday, January 13, 2025**  
**Milpitas Library**  
**160 N. Main St. Milpitas, CA 95035**

- CALL TO ORDER** Chair Chou called the meeting to order at 6:59 p.m. Chair Chou called the roll.
- ROLL CALL**
- PRESENT:** Chair Yu-Lan Chou, Commissioners, Ann Anderson, Therese Hoang, Nonie McDonald, Councilmember Hon Lien
- ABSENT:** Commissioners Barbara Martens, Hellie Mateo, Naga Venkata Satya Sannidhi, 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 January 13, 2025 agenda.**
- M/S:** McDonald/Anderson                      **AYES:** All
- APPROVAL OF MINUTES** **Motion to approve the November 18, 2024 minutes.**
- M/S:** Hoang/Chou                      **AYES:** All                      **ABSTAIN:** Anderson, McDonald
- PUBLIC FORUM** NA
- ANNOUNCEMENTS** Chair Chou welcomed Councilmember Hon Lien to the Commission.
- BUSINESS ITEMS**
- A. Chair and Vice Chair Elections – John Macon, City Staff**
- Recommendation:** Nominate and elect a Chair and Vice Chair to serve through December 2025.
- Motion to appoint Yu-Lan Chou as Chair and Therese Hoang as Vice Chair to serve through December 2025.
- AYES:** All
- B. County Commissions Forum – SCCLD Staff**

**Recommendation:** Discuss details of this upcoming year's County Commission Forum event to be held on Saturday, February 1, 2025, and gain agreement on the Commission's group participation.

Deputy County Librarian, Steve Fitzgerald briefed the Commission on the details of this year's County Commission Forum event.

**C. Youth Essay Writing Contest Event – John Macon, City Staff**

**Recommendation:** Begin discussion on the next event including confirming the event date and venue, submission and award format, and the recruitment of volunteer judges.

The Commission will confirm the possible available dates for conflicting events with the Milpitas Unified School District calendar. Once they have a confirmed date, the Commission will inform Friends of the Milpitas Library to ensure there won't be a date and facility space conflict regarding their Book Sale.

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

**Recommendation:** Schedule a Special Meeting to receive a presentation from City and SCCLD staff on this topic.

The Commission will hold a Special Meeting at the Milpitas Community Center on Monday, February 10, 2025, at 5:30 p.m.

**LIAISON REPORT**

**A. Friends of the Milpitas Library Report – Nonie McDonald**

Shared with the commission the success of the previous sales and the dates of the next book sale at the Milpitas Library.

**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 – Councilmember Hon Lien**

Councilmember Hon Lien 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 8:12 p.m.

**Motion to adjourn the meeting.**

**M/S:** McDonald/Anderson

**AYES:** All