



CITY OF MILPITAS

Library and Education Advisory Commission

REGULAR MEETING

AGENDA

7:00 P.M.
MONDAY, SEPTEMBER 15, 2025
MILPITAS LIBRARY

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Seating of Alternates
5. Approval of Agenda: September 15, 2025
6. Approval of Meeting Minutes: May 19, 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. **Youth Essay Writing Contest Event – Yu-Lan Chou, Chair**

Background: The Library and Education Advisory Commission's Work Plan includes hosting an annual Youth Essay Writing Contest for Milpitas youth. At the May LEAC meeting, it was decided that this year's event will take place at the Milpitas Library on Saturday, October 4, 2025.

Recommendation: Review the event's final logistics and the proposed library layout, including designated spaces for different age groups. Discuss the itinerary and schedule of events, such as registration, introductions, the essay-writing portion, the judging process, and the presentation of winners. Confirm judge assignments for each age division and determine whether additional judges need to be recruited.

b. Work Plan Project: Pumpkins in the Park Event – City Staff

Background: The Commission’s Work Plan identifies goals, projects, and ongoing tasks that the Commission can continue to work on and accomplish this fiscal year.

Recommendation: Discuss participation at the City’s upcoming Pumpkins in the Park event on Saturday, October 25, 2025, including Commission tabling and member assignments for the two potential volunteer shifts.

10. City Liaison Reports

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

11. Adjournment

KNOW YOUR RIGHTS UNDER THE OPEN GOVERNMENT ORDINANCE

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: ccreech@milpitas.gov / Phone: 408-586-3040

The Open Government Ordinance is codified in the Milpitas Municipal Code as Title I Chapter 310 and is available online at the City's website www.ci.milpitas.ca.gov by selecting "I Want to . . . View "link.

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)

APPLY TO SERVE ON A CITY COMMISSION

Commission application forms are available online at www.milpitas.gov or at Milpitas City Hall. Contact the City Clerk's office at 408-586-3003 for more information.

If you need assistance, per the Americans with Disabilities Act, for a City of Milpitas public meeting, please call Staff Liaison, Recreation Supervisor John Macon at 408-586-3226 or send an e-mail to jmacon@milpitas.gov prior to the meeting. You may request a larger font agenda or arrange for mobility assistance. For hearing assistance, headsets are available in the City Council Chambers for all meetings.