



CITY OF MILPITAS

Library and Education Advisory Commission

REGULAR MEETING

AGENDA

7:00 P.M.
MONDAY, NOVEMBER 17, 2025
MILPITAS LIBRARY

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Seating of Alternates
5. Approval of Agenda: November 17, 2025
6. Approval of Meeting Minutes: September 15, 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. **Debrief Youth Essay Writing Contest Event – John Macon, City Staff Liaison**

Background: The annual Youth Essay Writing Contest hosted by the Library and Education Advisory Commission took place on Saturday, October 4, 2025, at the Milpitas Library. Approximately 100 Milpitas youth participated across three grade divisions (4–6, 7–8, and 9–12). First through fourth place winners were selected in each division, and award checks have been issued.

Recommendation: Debrief the event by identifying successful components to carry forward into future contests and discussing areas needing improvement or refinement for subsequent years. Commissioners may provide feedback on outreach, judging processes, event flow, and day-of logistics.

b. County Commissions Forum – SCCLD Staff

Background: Participation in the annual County Commissions Forum, hosted by the Santa Clara County Library District (SCCLD), is included in the Commission’s approved Work Plan. The next forum is scheduled for February 2026.

Recommendation: Discuss event details—including the confirmed date, proposed theme, and any SCCLD updates—and obtain consensus from Commissioners regarding the Commission’s participation

c. Discuss logistics of an upcoming SCCLD Library Tour – Yu-Lan Chou, LEAC Chair

Background: The Library and Education Advisory Commission, in partnership with SCCLD and the Milpitas Library, has been exploring holding an upcoming LEAC meeting at the newly renovated Campbell Library. SCCLD staff have offered to provide Commissioners with a guided tour of the renovated facility.

Recommendation: Identify potential meeting dates that work for Commissioners and SCCLD staff. Discuss logistics and establish a plan for conducting an upcoming LEAC meeting at the Campbell Library, including arrangements for the tour.

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

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