



# CITY OF MILPITAS

## Library and Education Advisory Commission

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**MEETING MINUTES**  
**7:00 p.m.**  
**Monday, September 15, 2025**  
**Milpitas Library**  
**160 N. Main St. Milpitas, CA 95035**

**CALL TO ORDER** Chair Chou called the meeting to order at 7:00 p.m. Chair Chou called the roll.

**ROLL CALL** **PRESENT:** Chair Yu-Lan Chou, Commissioners Ann Anderson, Therese Hoang, Hellie Mateo, Nonie McDonald, Javed Mohammed, Rekha Pardeshi (7:05 p.m.),

**ABSENT:** Commissioner Barbara Martens, Naga Venkata Satya Sannidhi, Student Member Ananya Gandhi, Councilmember Hon Lien.

**Library Staff:** Kelly McKean – Community Librarian  
Marlene Iwamoto-Rocchild – 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** Commissioner Mohammed was seated as an alternate.

**APPROVAL OF AGENDA** **Motion to approve the September 15, 2025 agenda.**

**M/S:** McDonald/Mateo      **AYES:** All

**APPROVAL OF MINUTES** **Motion to approve the May 19, 2025 minutes.**

**M/S:** Anderson/Mateo      **AYES:** All

**PUBLIC FORUM** None.

**ANNOUNCEMENTS** None.

**BUSINESS ITEMS** **A. Youth Essay Writing Contest Event – Yu-Lan Chou, Chair**

**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.

The Commission discussed the event's final logistics. Commissioners Anderson, Hoang, Mateo, McDonald, Mohammed, Pardeshi, and Chair Chou confirmed their participation.

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

**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.

Commissioners Anderson and Mohammed will assist with the 10:45 a.m. – 12:30 p.m. shift, and Chair Chou and Commissioner McDonald will assist with the 12:30 p.m. – 2:15 p.m. shift.

**LIAISON REPORT**

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

Shared with the Commission of upcoming book sales.

**B. County Librarian Report – Marlene Iwamoto-Rocchild**

Shared with the Commission of ongoing programming at the County Library.

**C. Community Librarian Report – Kelly McKean**

Shared with the Commission of the programming at the local library.

**D. City Council Liaison Report – N/A**

**E. Staff Liaison Report – John Macon**

Provided updates to the Commission on the upcoming City events.

**UPCOMING AGENDA**

N/A

**ADJOURNMENT**

Chair Chou adjourned the meeting at 7:47 p.m.

**Motion to adjourn the meeting.**

**M/S:** Mateo/Hoang

**AYES:** All