

MEETING MINUTES

CITY OF MILPITAS
LIBRARY ADVISORY COMMISSION
Milpitas Public Library, Conference Room, 160 N. Main St.

November 20, 2017

- I. Call to Order and Roll Call** Chair Chou called the meeting to order at 7:00 PM
Commissioners Present: Aolin, Cailles (alternate), Chou, Estioko, Mateo, McDonald (alternate), Phan, Wang
Absent: All commissioners were present
Library Staff Present: Stephen Fitzgerald, Nancy Howe
City Staff: Councilmember Barbadillo, Tim Wong
- II. Seating of Alternates** McDonald
- III. Pledge of Allegiance** Chair Chou led the Pledge of Allegiance
- IV. Approval of Minutes** **Motion** to approve the minutes of September 18, 2017 as submitted.
M/S: Wang/Estioko
Ayes: 6
Noes: 0
- V. Announcements Correspondence** No announcements
- VI. Public Forum** No speakers
- VII. Adoption of Agenda** The LAC already had a luncheon with the Friends of the Library and it was recommended that Item 2 be changed to a debriefing.
Motion to approve agenda for November 20, 2017 with revised wording.
M/S: McDonald/Mateo
Ayes: 6
Noes: 0
- VIII. Business Items**
- 1. Make a Difference Day**
- This year's event was held on October 28, 2017 in conjunction with the City's Pumpkins in the Park event and was attended by Chair Chou, Vice Chair Phan, and Commissioner Estioko. The event was very well attended and the commission would like to collaborate with the Recreation Department again.

2. Luncheon with Friends of the Library and Community Advisory Commission

A luncheon was held with the Friends of the Library on October 29. The CAC is interested in having a luncheon with the LAC and Mr. Wong will check in with them for potential dates.

3. LAC Budget

Chair Chou said there is a balance of \$386.23 remaining in the LAC budget. The CPLA annual membership will be due at a cost of \$250, leaving a balance of \$136.23.

Chair Chou would like polo shirts for the commissioners but this will need to wait, and next year's budget expenditures should include registration for the 2018 CPLA Conference being held November 9 – 11.

4. Organization Outreach

Chair Chou encouraged commissioners to reach out to organizations to promote the library's services and would like to be informed about community events so that commissioners can participate.

X. Other Business

1. Friends of the Milpitas Library Report

Commissioner McDonald said 245 coupons for free books were given away at the December 9 book sale, which is the same day the Library will offer pictures with Santa Claus. Volunteers are welcome on December 8 to help set up for the event.

2. County Librarian Report

Nancy Howe reviewed her October and November reports. The annual Friend, Commissioners and Board Forum is scheduled for Saturday, February 3 from 9:00 - 12:30 and will include lunch.

3. Community Librarian Report

Mr. Fitzgerald said library visits are up with over 7,000 visitors per month.

4. Donations to the Milpitas Public Library

None

5. City Council Report

Councilmember Barbadillo gave updates from the City Council, and said there was an affordable housing issue with the Sunnyhills development as the property owner wanted to end the HUD program and redevelop the site, and there was an agreement reached for HUD to remain for another five years.

6. City Staff Report

Mr. Wong said the City is working hard on an affordable housing ordinance to try to provide more affordable housing with new developments.

7. Future Agenda Items

Pop up libraries

XI. Adjournment

The meeting was adjourned at 8:23 PM to the next scheduled meeting on January 8, 2018.