MEETING MINUTES

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

September 17, 2018

I.	**Call to Order and Roll Call**	Chair Chou called the meeting to order at 7:03 PM Commissioners Present: Chair Chou, Vice-Chair Phan, Commissioners Estioko, Wang, Hoang Absent: Commissioners Aoalin, Mateo, McDonald and Arbaugh Library Staff Present: Stephen Fitzgerald, Chris Brown City Staff: Councilmember Barbadillo, Hang Huynh
II.	**Seating of Alternates**	Commissioner Hoang
III.	**Pledge of Allegiance**	Chair Chou led the Pledge of Allegiance
IV.	**Approval of Minutes**	**Motion** to approve the minutes of May 21, 2018 as submitted. M/S: Estioko/Phan Ayes: 5 Noes: 0
V.	**Announcements Correspondence**	Staff Liaison Hang updated Commission about name change to Library and Education Commission.
VI.	**Public Forum**	No speakers
VII.	**Adoption of Agenda**	**Motion** to approve agenda for September 17, 2018 as submitted. M/S: Wang/Estioko Ayes: 5 Noes: 0

VIII. Business Items

1. <u>LAC Budget</u>

Chair Chou wanted staff to calculate business cards for the entire Commission for a total of 9 boxes, 2) pay membership fees for Friends of Milpitas Library for 8 members and if leftover 3) CPLA membership.

3. Work Plan Review

The Commission made changes to the 2018 Work Plan to change:

1. Essay Contest to "Essay Contest/Special Projects."
2. Change the month for Essay Contest/Special Projects to the month of March
3. Make a Difference Day to "Make a Difference day/Pumpkins in the Park"
4. Summer Reading Program to include the months of July and August.

X. Other Business

1. Friends of the Milpitas Library Report

Mr. Fitzgerald said there will be a book sale at the end of September

2. County Librarian Report

Mr. Brown said there were over 34,000 participants in the summer reading with over 79, 00 books read. Also that there will be a registered dietician for 6 sessions at 20 minutes to help with meal plans.

3. Community Librarian Report

Mr. Fitzgerald said there has there been a continued increase in new library memberships by 31%. The library still offers passport services that are different from the City, as on Sundays. Fees are all the same, however, library does offer photos.

4. Donations to the Milpitas Public Library

None

5. City Council Report

Councilmember Barbadillo informed he will follow up with the subcommittee on Commission name change.

6. City Staff Report

None

7. Future Agenda Items

LAC budget
Work Plan
Recreation to Talk to Commission

XI. Adjournment

The meeting was adjourned at 8:19 PM to the next scheduled meeting on November 19, 2018.