

**City of Milpitas
Library and Education Advisory Commission
Milpitas Public Library – Conference Room
160 N. Main Street
7:00 PM – September 16, 2019**

AGENDA

I. Call to Order/Roll Call

Chair Yu-Lan Chou, Vice Chair Ha Phan, Commissioners: Elpidio Estioko, Hellie Mateo, Nonie McDonald
Alternates: Dana Arbaugh, Theresa Hoang

II. Pledge of Allegiance

III. Seating of Alternates

IV. Adoption of Agenda: Sept 16, 2019

V. Approval of Minutes: May 20, 2019

VI. Public Forum

Members of the audience are invited to address the Commission on any subject not on today's agenda. Speakers must supply their name and address for the record and limit their comments to no more than three minutes. As an unagendized item, no response is required of the Commission or City Staff; however, the Commission may agendize the item for a future meeting.

VII. Announcements

- Staff Announcements
- Commissioner Announcements/Updates

VIII. New Business

1. Commissioner Handbook – John Macon, Recreation Services Supervisor

Background: In 2018, City Council adopted a Commissioners Handbook to serve as a guide for commissioners in areas such as participating in public meetings, the role of a commissioner, attendance, term limits, and work plans. This Handbook will be a useful tool and is meant to be a resource for commissioners throughout their term(s).

Recommendation: Receive Staff Liaison presentation on the Commissioner Handbook.

2. Work Plan Final Review – Yu-Lan Chou, Chair

Background: At previous LEAC Meetings, the 2019/20 Work Plan draft was discussed for content and suggestions were made to bolster the activities and programs offered by the Milpitas Library and in support of its broader services and outreach.

Recommendation: Finalize the 2019/20 Work Plan draft for City Council’s review and approval and form appropriate sub-committee’s (i.e. Dr. Seuss Day Event, April Event [Arts, Math and Poetry focus], Library Donor Program).

3. FilAm Program at the Library – Stephen Fitzgerald, Milpitas Community Librarian/Commissioner, Elpidio Estioko

Background: At the May 20, 2019 LEAC meeting, Commissioner, Elpidio Estioko presented the idea of the LEAC sponsoring a future celebration that highlights FilAm History Month/Larry Itliong Day at the Milpitas Library.

Recommendation: Discuss the logistics of the FilAm event hosted by the Milpitas Library and receive volunteers from the Commission to participate.

IX. Other Business

1. Friends of the Milpitas Library Report
2. County Librarian Report
3. Community Librarian Report
4. Library Donor Update
5. City Council Report
6. Future Agenda Items

X. Adjournment

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