

LIBRARY ADVISORY COMMISSION MEETING

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).

Recreation Services Supervisor, John Macon reviewed the Commissioner Handbook with the Commission.

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

Background: At previous LEAC Meeting, 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.

The Commission discussed the Work Plan and made recommendations to forward to City Council for final approval.

Action: MOTION to amend the current DRAFT version and add CPLA Library Workshop to be held in either April or May.

M/S: Estioko/Arbaugh

Ayes: All

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.

The Commission discussed the FilAm Program at the Library to be held on Saturday, October 26th from 2pm – 4:30pm with the screening of the film “Delano Manongs” translating to Forgotten Heroes of the United Farm Workers, followed by an Open Forum for the public.

IX. Other Business

1. Friends of the Milpitas Library report

There was a 2 day book sale in August. The next book sales will be held on the following dates September 27 – 29, November 2nd and December 7th.

2. County Librarian Report

See attachments

3. Community Librarian Report

See attachments

4. Library Donor Update

Commissioners Arbaugh and McDonald provided the Commission with a Recommendation to Modify Library Donor Board Program.

Recommendation: We recommend that the Milpitas Library Commission and Milpitas City Council only focus on donations earmarked for additions or improvements outside the Milpitas Library structure such as additional art or physical modifications to the library building or parking garage. Any donations earmarked for library operations within the library will be under the control of the

Milpitas Library CL and SCCLD per the Lease Agreement and JPA-City agreement, The Milpitas Community Librarian (single point of contact) along with the SCCLD administration will seek to manage the donor program (pending City Council approval) to include making the below changes.

Changes to Donor Board Program: A new Friend's Level of \$250-\$499 will be added. Bronze Level will be lowered from \$1,000-\$2,499 to \$500-\$1,000. Silver Level from \$2,500-\$4,999 to \$1,001-\$4,999. (Gold \$5,000-\$9,999 and Platinum \$10,000 and above) levels to remain the same. Donor checks intended for library operations will be payable to Milpitas Library and processed by SCCLD. Donor checks intended for additions outside the library structure or modifications to the library building and parking garage will be payable to the City of Milpitas with use recommendation from the Milpitas Library Commission.

MOTION to amend current Library Donor Policy and implement Recommendation and Changes to Donor Board Program (listed above).pending City Council's final approval.

M/S: Arbaugh/Estioko

Ayes: All

5. City Council Report

None

6. Future Agenda Items

- Fundraising
- Summary Report of FilAm Program at the Library

X. Adjournment:

With there being no further business, the meeting was adjourned at 8:45 PM to the next scheduled meeting on November 18, 2019.