

MEETING MINUTES

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

May 21, 2018

- I. Call to Order and Roll Call** Chair Chou called the meeting to order at 7:01 PM
Commissioners Present: Chair Chou, Vice-Chair Phan,
Commissioners Aolin, Estioko, Mateo, McDonald, Arbaugh

Absent: Commissioners Wang and Hoang

Library Staff Present: Stephen Fitzgerald, Chris Brown

City Staff: Councilmember Barbadillo, Tim Wong
- II. Seating of Alternates** Commissioner Arbaugh
- III. Pledge of Allegiance** Chair Chou led the Pledge of Allegiance
- IV. Approval of Minutes** **Motion** to approve the minutes of March 19, 2018 as submitted.
M/S: Estioko/Mateo
Ayes: 5
Noes: 0
- V. Announcements Correspondence** Staff Liaison Tim Wong thanked commissioners for their service who could not attend the Commissioner Appreciation Luncheon.
- VI. Public Forum** No speakers
- VII. Adoption of Agenda** **Motion** to approve agenda for May 21, 2018 as submitted.
M/S: Chou/McDonald
Ayes: 5
Noes: 0
- VIII. Business Items**
- 1. Essay Contest City Budget Item**

In place of the Essay Contest Mr. Fitzgerald was directed to select an event. Mr. Fitzgerald discussed series of library programs. The balance is approximately \$200 and that some may go to the mileage of the program. Fitzgerald thanked Council for their support and funding.
- 2. LAC Budget**

Chair Chou suggested business cards for 2 commissioners for this year's budget and the rest of the members for next. Mr. Wong suggested generic business cards for LAC with business logo that Tim approximates to be around \$75.00 and LAC has a balance of \$136.00.

Mr. Fitzgerald suggested to pay for membership for commission for the balance, Mr. Wong suggested using next year's budget. Mr. Wong will follow up on the price of generic business cards.

Commissioner Arbaugh motioned and Commissioner Mateo, seconded, to direct Mr. Wong to look for reasonable cost for business cards.

3. Work Plan Review

Mr. Wong suggested to review the Work Plan Review for LAC and to review citywide events.

Commissioner Estioko informed the Commission a local author, native to Milpitas will come on June 16, as part of the Summer's Reading Program and Mr. Fitzgerald will be the moderator for the Q&A.

X. Other Business

1. Friends of the Milpitas Library Report

Commissioner McDonald informed the group that they were able to raise \$800 from book sale and sold 21 boxes of books. Another mini-book sale to be scheduled on August 11, 2018 and another book sale June 1, 2018.

2. County Librarian Report

Mr. Brown said Foods for Fines for patrons to help relieve fines and address food insecurity for Second Harvest. Emailed those with fines and collected enough food for families for 3 years for a family of 4. Mr. Brown said he will come back with an exact number after analyses.

Mr. Fitzgerald said the local Milpitas library also participated with barrels for food donation.

Mr. Brown also reminded the group of the launch their new passport service which has been extremely popular, and will generate enough funds to hire staff for the service and not take away from other services.

Mr. Brown stated 49ers donated items to Reading Takes You Anywhere-- to get community read over 100,000 books this summer.

Lastly, the JPA prioritize extending hours across the district and additional funding.

3. Community Librarian Report

Mr. Fitzgerald said there has there been a continued increase in new library memberships. He also told the group Karen will be retiring.

4. **Donations to the Milpitas Public Library**

None

5. **City Council Report**

Councilmember Barbadillo informed the Commission of the new City Manager, Assistant City Manager and Deputy City Manager. Councilmember also informed the group the Council is also looking at increasing TOT tax, water rates, updates of the General Plan.

6. **City Staff Report**

Mr. Wong told the Commission about Affordable Housing Week. Mr. Wong informed the group of the items that will go to Council as the Affordable Housing Ordinance to help generate affordable housing development.

Commissioner Estioko asked about collaboration with MUSD. Councilmember Barbdillo and Mr. Wong told the commission that any new development must pay a school impact fee to mitigate impact.

7. **Future Agenda Items**

None

XI. Adjournment

The meeting was adjourned at 8:25 PM to the next scheduled meeting on September 17, 2018.