



CITY OF MILPITAS

Library and Education Advisory Commission

REGULAR MEETING

AGENDA

7:00 p.m.
Monday, March 20, 2023
Milpitas Library

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Seating of Alternates
5. Approval of Agenda: March 20, 2023
6. Approval of Meeting Minutes: January 23, 2023

7. Public Forum

Members of the audience are invited to address the Commission on any subject not on the agenda. Speakers must state their name (address is optional) for the record and limit their remarks to three minutes or less. For items not listed on the agenda, no response is required of City staff or Commissioners. However, Commissioners may ask staff to place the item on a future meeting agenda.

8. Business Items

1. **Brown Act Presentation (Open Government Laws) – Michael Mutalipassi, City Attorney**

Background: The Brown Act governs local agencies and legislative bodies of local government agencies including City commissions. The Brown Act regulates protocols, procedures, and ethics relative to commissions and its commissioners.

Recommendation: Receive a presentation on the Brown Act from the City of Milpitas' City Attorney.

2. **Elections – Yu-Lan Chou, Chair**

Background: Each year, the Library and Education Advisory Commission is required to elect a Chair and Vice Chair to serve through December 2023. Yu-Lan Chou was elected at the January 23, 2023 LEAC meeting date to serve as Chair through December, 2023. A decision

by Commissioners to vote on the Vice Chair position at the March 20, 2023 Commission date was made at the January 23, 2023 LEAC meeting.

Recommendation: Nominate and elect a Vice Chair to serve through December 2023.

3. **Debrief Youth Essay Writing Contest Event – Yu-Lan Chou, Chair**

Background: The Library and Education Advisory Commission's Work Plan includes hosting a youth essay writing contest for Milpitas youth. The LEAC held its 2023 Youth Essay Writing Contest at the Milpitas Library on Saturday, March 11, 2023.

Recommendation: Debrief the event held on March 11, 2023. Note and reflect the strategies, logistics and organization that proved to contribute to the event's success, as well as areas of improvement to be considered for subsequent youth essay writing contest events.

9. **City Liaison Reports**

Friends of the Milpitas Library Report – Nonie McDonald, Commissioner

County Librarian Report – Jennifer Weeks, County Librarian

Community Librarian Report – Kelly McKean, Community Librarian

City Council Liaison Report – Vice Mayor, Evelyn Chua

Staff Liaison Report – John Macon, Recreation Services Supervisor

10. **Future Agenda Items**

11. **Adjournment**

Next Library and Education Advisory Commission Meeting: Monday, May 15, 2023, at 7:00 p.m.

KNOW YOUR RIGHTS UNDER THE OPEN GOVERNMENT ORDINANCE

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions and other agencies of the City exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and the City operations are open to the people's review.

For more information on your rights under the Open Government Ordinance or to report a violation, contact the City Attorney's office at Milpitas City Hall, 455 E. Calaveras Blvd., Milpitas, CA 95035
e-mail: mmutalipassi@ci.milpitas.ca.gov / Phone: 408-586-3040

The Open Government Ordinance is codified in the Milpitas Municipal Code as Title I Chapter 310 and is available online at the City's website www.milpitas.gov by selecting "I Want to . . . View " link.

Materials related to an item on this agenda submitted to the Commission after initial distribution of the agenda packet are available for public inspection at the Barbara Lee Senior Center Office at 40 N. Milpitas Blvd., Milpitas and on the City website. Commission agendas and related materials can be

viewed online: <http://www.milpitas.gov/our-government/commission/> (select meeting date)

APPLY TO SERVE ON A CITY COMMISSION

Commission application forms are available online at www.milpitas.gov or at Milpitas City Hall.
Contact the City Clerk's office at 408-586-3003 for more information.

If you need assistance, per the Americans with Disabilities Act, for a City of Milpitas public meeting, please call John Macon at 408-586-3226 or send an e-mail to jmacon@milpita.gov prior to the meeting. You may request a larger font agenda or arrange for mobility assistance. For hearing assistance, headsets are available in the City Council Chambers for all meetings.