

MEETING MINUTES

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

March 20, 2017

- I. Call to Order and Roll Call** Chair Chou called the meeting to order at 7:01 PM
Commissioners Present: Chou, Estioko, Mateo, McDonald (alternate), Pham, Wang
Absent: Aoalin (EA), Cailles (A), Phan (EA)
Library Staff Present: Stephen Fitzgerald, Nancy Howe
City Staff: Councilmember Barbadillo, Tim Wong
- II. Seating of Alternates** Alternates seated: McDonald
- III. Pledge of Allegiance** Chair Chou led the Pledge of Allegiance
- IV. Approval of Minutes** **Motion** to approve the minutes of January 9, 2017 as submitted.
M/S: Estioko/Mateo
Ayes: 6
Noes: 0
- V. Announcements Correspondence** Chair Chou discussed the Santa Clara County Library District JPA Board. Currently the threshold for approval is a 2/3 vote and there is a measure to lower the threshold to 55% of voter approval.

Chair Chou talked about the President's budget and said it may affect Library grants and funding.
- VI. Public Forum** No speakers
- VII. Adoption of Agenda** **Motion** to approve agenda for March 20, 2017 as submitted.
M/S: Wang/Mateo
Ayes: 6
Noes: 0
- VIII. Business Items**
- 1. Essay Contest Update**
- Community Librarian Stephen Fitzgerald said it was decided not to hold the contest in conjunction with the World War I in America program because there was difficulty finding a question that would work for the young age group as it is a very complex topic.

Staff thought it would be best at this time to separate the essay contest from the grant and potentially hold it later in the year.

There is \$3,200 in the budget for the contest this year. Nancy Howe said spending money on exhibits instead of a contest is still a way to get people in the door and interacting with the library.

The subcommittee will explore options for the current budget, as well as next year's event, and bring suggestions to the next meeting.

2. **LAC Budget**

Commissioner Pham said \$250 was paid for the CPLA membership; however, the membership runs on a calendar year, not fiscal, so she will research to see if money is needed from the current budget to pay the next membership fees and will forward the invoice to Mr. Wong.

Conferences and workshops were discussed. The CPLA Spring workshop will be held on April 22 and the cost is \$25 per member. Commissioners interested in attending can register and then submit for reimbursement.

Banners can be purchased from VistaPrint, with the largest banner costing approximately \$80. Vertical banners will require a stand.

Budget expenses were proposed to be \$1,010.

Commissioner Estioko motioned, and Commissioner Wang seconded, to approve the proposed budget expenses. Motion carried unanimously.

3. **Commission Outreach**

Chair Chou had suggested that each commissioner reach out to at least one community organization to talk about the Library Advisory Commission and Library activities.

Chair Chou volunteered at the Chinese Cultural Center Library, and Commissioner Estioko will try to contact the Filipino/American Chamber of Commerce and the County of Santa Clara.

X. **Other Business**

1. **Friends of the Milpitas Library Report**

Commissioner McDonald said there was a book sale in January that raised \$7,328. The next book sale is scheduled for June 2-4.

2. **County Librarian Report**

County Librarian Nancy Howe reviewed her monthly report.

3. **Community Librarian Report**

Mr. Fitzgerald reviewed his monthly report.

4. Donations to the Milpitas Public Library

None

5. City Council Report

Councilmember Barbadillo was not present.

6. City Staff Report

Mr. Wong announced that the Commissioner's Recognition luncheon will be held on April 29.

7. Future Agenda Items

None

XI. Adjournment

The meeting was adjourned at 8:25 PM to the next scheduled meeting on May 15, 2017.