City of Milpitas
Library Advisory Commission
Milpitas Public Library – Conference Room
160 N. Main Street
7:00 PM – March 18, 2019

AGENDA

I. Call to Order/Roll Call

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

II. Seating of Alternates

III. Pledge of Allegiance

IV. Approval of Minutes: January 14, 2019

V. Announcements/Correspondence

- Debrief County Commissions Forum (Feb. 2019)
- Subcommittee review of Santa Clara County Libraries' previous 2016 surveys to address improvements to be applied toward upcoming April 2019 surveys.

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. Adoption of Agenda

VIII. Business Items

1. **Upcoming Work Plan Projects**

Background: At the January 14, 2019 Library and Education Advisory Commission meeting, Commissioners discussed addressing and planning the tasks needed for the various Work Plan projects in groupings (as the projects are approaching). In consideration of four upcoming Work Plan projects, Commissioners will need to look at each project individually and discuss both the

tasks needed and the assignment of Commissioners to the select projects as outlined in the Work Plan.

Recommendation: Discuss and plan the tasks needed to successfully implement and/or support the following Work Plan projects:

- Essay Contest/Special Projects (Mar.)
- Local Library Conference (April)
- Month of the Child (April)
- National Library Week (April)

IX. Other Business

1. Friends of the Milpitas Library report
2. County Librarian Report
3. Community Librarian Report
4. Donations to the Library
5. City Council Report
6. City Staff Report
7. Future Agenda Items

X. Adjournment

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