CITY OF MILPITAS
M I N U T E S

LIBRARY ADVISORY COMMISSION MEETING

Minutes: Regular Meeting of the Library Advisory Commission

Date of Meeting: January 14, 2019

Place of Meeting: Milpitas Public Library, Conference Room, 160 N. Main St.

I. Call to Order: Chair Chou called the meeting to order at 7:00 pm

Roll Call: Commissioners Present: Yu-Lan Chou, Ha Phan, Trinidad Aoalin Hellie Mateo, Sonny Wang, Dana Arbaugh, Theresa Hoang

Commissioners Absent: Elpidio Estioko and Nonie McDonald

City Council Liaison: Councilmember Montano

Library Staff Present: Stephen Fitzgerald, Chris Brown

City Staff Present: John Macon – Recreation Services Supervisor
David Sanchez – Public Services Assistant

II. Alternate Seated: Commissioners Dana Arbaugh and Theresa Hoang

III. Pledge of Allegiance: Chair Chou led the Commission in the Pledge of Allegiance.

IV. Approval of Minutes: Motion to approve Minutes for November 19, 2018.
M/S: Phan / Wang Ayes: All

V. Announcements and Correspondence

- Joint event with the City announced for April 27th for Earth Day. See attachments
- Surveys to be conducted by Santa Clara Libraries in April of 2019. Planning to form a subcommittee to receive input on the 2016 survey to make some improvements moving forward.

VI. Public Forum: None

VIII. Approval of Agenda: Motion to approve the Agenda for January 14, 2019, as submitted.
M/S: Aoalin / Mateo Ayes: All

VIII. Business Items

1. **Work Plan Review**

Background: At the November 19, 2018 Library and Education Advisory Commission meeting, Commissioners finalized the FY 2018/19 LEAC Work Plan proposal that is slated for City Council review and potential approval on January 15, 2019.

Action: 2019 Work plan is to be presented as amended to City Council on January 15th.

IX. Other Business

1. **Friends of the Milpitas Library report**
   Next book sale will run from 1/25 – 1/27 and they are still looking for more volunteers to help the book sale.

2. **County Librarian Report**
   See attachments

3. **Community Librarian Report**
   See attachments

4. **Donations to the Library**
   None

5. **City Council Report**
   None

6. **City Staff Report**
   - Barbara Lee Senior Center's Open House was a success bringing many Milpitas older adults to the Senior Center for the first time.
   - Future events calendar passed around.
     See Attachments

7. **Future Agenda Items**
   - Planning of Library week events and Earth Day event.
   - Deciding what special project to do for this fiscal year.
   - Discuss budget timeline and expense amounts.
   - County surveys to be discussed.

X. Adjournment:

With there being no further business, the meeting was adjourned at 8:10 PM to the next scheduled meeting on March 18, 2019.