



DRAFT MINUTES CUPERTINO LIBRARY COMMISSION

Wednesday, June 3, 2026

CALL TO ORDER

At 7:03 p.m., Chair Xu called the Library Commission regular meeting to order at the Cupertino Library, 10800 Torre Avenue, 2nd Floor Think Tank Room.

ROLL CALL

Commissioners present: Minna Xu, Chandra Sakthivel, Qin Pan, Liyan Zhao
Commissioners absent: Janki Chokshi
City/County Staff present: Molly James, Karen Dixon, Marlene Iwamoto
Guest Speakers: Thomas Celerier

APPROVAL OF MINUTES

1. Subject: April 23, 2026 Library Commission Special Meeting Minutes

Recommended Action: Review and approve the April 23, 2026 Library Commission special meeting minutes.

MOTION: Commissioner Pan moved and Commissioner Zhao seconded to approve the April 23, 2026 Library Commission special meeting minutes as submitted. The motion carried with the following vote: Ayes: Pan, Zhao, Sakthivel, Xu. Noes: none. Abstain: none. Absent: Chokshi.

POSTPONEMENTS – None

ORAL COMMUNICATIONS – None

OLD BUSINESS – None

NEW BUSINESS

2. Subject: Cupertino Poet Laureate Update

Recommended Action: Receive an update on programs and events from the Cupertino Poet Laureate.

Thomas Celerier, Cupertino Poet Laureate (CPL), provided an update on programs and events.

Commissioner Zhao requested clarification on whether or not the Rotary Club of Cupertino Student Poetry Contest event [on June 10] is open to the public or requires registration. CPL Celerier clarified the event is only open to the Rotary Club, friends of the Rotary Club, and participating students and their families.

Vice Chair Sakthivel requested clarification on whether or not Rotary's Student Poetry Contest was a competition. CPL Celerier clarified that it was a competition and three winners were selected out of 73 entries. Added that the winning poems will be featured online and the high school students will read their poems at the event.

Vice Chair Sakthivel requested clarification on how the Commission can provide support for the poet laureate program. CPL Celerier clarified that any feedback or new ideas help along with participation at events.

Vice Chair Sakthivel requested a flyer [for future competitions] so Commissioners can help circulate.

3. Subject: Santa Clara County Library District StoryWalk Project Subcommittee Update
Recommended Action: Receive an update from the Santa Clara County Library District StoryWalk Project subcommittee.

Written communications for this item included a presentation.

Vice Chair Sakthivel and Commissioner Pan provided an update on the StoryWalk Initiative and reviewed the presentation slides that will be presented to the Parks and Recreation Commission.

Molly James, Recreation Manager, commented that next steps include the Parks and Recreation Commission providing a recommendation and ranking of the three proposed parks, and then the recommendation will be taken to City Council for consideration.

REPORTS/UPDATES

4. Subject: Monthly Update Reports

Recommended Action: Receive Monthly Update Reports from:

- Cupertino Community Librarian
- County Librarian

Written communications for this item included Cupertino Community Librarian and County Librarian presentations.

Monthly updates were reported as submitted.

Commissioner Pan commented that the WiFi signal in the library courtyard has a weak connection. Karen Dixon, Adult and Teen Supervising Librarian, replied that they will bring up the concern with the IT Department.

Chair Xu requested clarification on how someone can inquire about a new event or program at the Cupertino Library. Librarian Dixon clarified there is an event application online.

Chair Xu requested clarification on whether or not the Cupertino Library has story time for special needs. Librarian Dixon clarified they have sensory story time.

Vice Chair Sakthivel requested clarification on private business sponsorships of library events. Librarian Dixon clarified it would depend on the event and organizer, but they would still need to go through an application process.

Vice Chair Sakthivel requested clarification on whether or not there is a giveaway for the summer reading program. Librarian Dixon clarified yes and it is typically a selection of books.

STAFF AND COMMISSION REPORTS

Recreation Manager James provided a Staff Liaison Update on the following:

- Updated Commissioners' Handbook 2026 – At the April 7, 2026 City Council meeting, Council approved several updates to the Commissioners' Handbook. The revised handbook was sent to all Commissioners and is updated online. These updates are intended to provide additional clarity regarding commissioner roles, meeting procedures, communication expectations, and commission operations. Please take time to review the updated handbook and familiarize yourself with the revisions and new policies.
- Summer Concert Series – Thursdays, June 11 to August 20 from 6:30 to 8 p.m. at the Memorial Park Amphitheater. View the full concert lineup at cupertino.gov/summerconcert.
- July 4th Celebration – Saturday, July 4, all day. Activities include a pancake breakfast, flag raising, children's parade, blackberry farm pools open, kids activities, concert, and fireworks. For more information visit cupertino.gov/july4.
- Free Shakespeare in the Park (*Antony and Cleopatra*) – Saturday and Sunday, July 25 & 26, August 1, 2, 8 & 9 at 6 p.m. at the Memorial Park Amphitheater.

FUTURE AGENDA SETTING

Chair Xu requested to invite a CUSD Board Member who is conducting a community survey on local libraries to share feedback and results.

ADJOURNMENT

Chair Xu adjourned the meeting at 8:02 p.m.

Respectfully Submitted by,

Jessica Suntay, Administrative Assistant
Parks and Recreation Department
Minutes approved at the _____ regular meeting