



## DRAFT MINUTES CUPERTINO LIBRARY COMMISSION

Thursday, April 23, 2026

### LIBRARY COMMISSION SPECIAL MEETING

#### **CALL TO ORDER**

At 7:02 p.m., Chair Xu called the Library Commission special meeting to order at the Cupertino Library, 10800 Torre Avenue, Room 101.

#### **ROLL CALL**

Commissioners present: Minna Xu, Chandra Sakthivel, Janki Chokshi, Qin Pan, Liyan Zhao  
Commissioners absent: None  
City/County Staff present: Molly James, Bryant Bao, Stephen Fitzgerald  
Guest Speakers: None

#### **APPROVAL OF MINUTES**

1. Subject: February 4, 2026 Library Commission Meeting Minutes

Recommended Action: Review and approve the February 4, 2026 Library Commission meeting minutes.

MOTION: Commissioner Pan moved and Commissioner Zhao seconded to approve the February 4, 2026 Library Commission meeting minutes as submitted. The motion carried with the following vote: Pan, Zhao, Chokshi, Sakthivel, Xu. Noes: none. Abstain: none. Absent: none.

#### **POSTPONEMENTS**

MOTION: Chair Xu moved and Commissioner Zhao seconded to reorder the agenda to hear Agenda Item #4 Monthly Update Reports before Agenda Item #2 Cupertino Library Children's Area Tour, 10800 Torre Avenue. The motion carried with the following vote: Pan, Zhao, Chokshi, Sakthivel, Xu: Noes: none. Abstain: none. Absent: none.

**ORAL COMMUNICATIONS** – None

#### **NEW BUSINESS**

2. Subject: Cupertino Library Children's Area Tour, 10800 Torre Avenue

Recommended Action: Receive a tour of the newly renovated Cupertino Library Children's Area.

Agenda Item #4 Monthly Update Reports was heard before this item.

Bryant Bao, Cupertino Community Librarian, and Stephen Fitzgerald, Santa Clara County Library District (SCCLD) Deputy County Librarian, gave a tour of the newly renovated space.

3. Subject: Santa Clara County Library District StoryWalk Project Subcommittee

Recommended Action: Form a subcommittee to support the Santa Clara County Library District's StoryWalk Project.

Molly James, Recreation Manager, introduced the item and informed the Commission that previously the City of Cupertino had suggested the Regnart Creek Trail for the SCCLD StoryWalk Project, however, the County did not feel it was the best location and requested alternate locations. The City suggested three different locations: Jollyman Park, Wilson Park, and Stevens Creek Trail by Blackberry Farm. Next step is for the Library Commission to form a subcommittee to support Community Librarian Bao in putting together a presentation for the Parks and Recreation Commission on the three proposed locations. The Parks and Recreation Commission would then select the park location for recommendation to City Council.

Vice Chair Sakthivel requested clarification on how the three proposed park locations were identified and the reasons for why those specific parks. Recreation Manager James clarified that the Directors of Parks and Recreation and Public Works identified the locations, also approved by the City Manager. Added that staff looked at criteria including foot traffic, adequate parking, and trail space.

Commissioner Zhao requested clarification on who will present to the Parks and Recreation Commission. Recreation Manager James clarified that Community Librarian Bao and the subcommittee will put together the presentation and present the information together. Added that the subcommittee would also need to be available to attend the future City Council meeting that the final recommendation is proposed at.

Commissioner Chokshi requested clarification on whether or not additional park locations could be added and how the subcommittee would collect data on the parks for the presentation. Recreation Manager James clarified no additional parks to be added and that there is a Parks and Recreation Master Plan to help with data collection.

Chair Xu requested clarification on the trail location within Wilson Park. Recreation Manager James clarified the loop that goes through the park by the playground.

Vice Chair Sakthivel requested clarification on whether or not the subcommittee will present the information to the Library Commissioners prior to the presentation to the Parks and Recreation Commission. Recreation Manager James clarified that it depends on the timing. Added that Commissioners could attend the Parks and Recreation Commission meeting as community members to provide feedback on the item as well.

MOTION: Chair Xu moved and Commissioner Zhao seconded to appoint Vice Chair Sakthivel and Commissioner Pan to the SCCLD StoryWalk Project subcommittee. The motion carried with the following vote: Pan, Zhao, Chokshi, Sakthivel, Xu. Noes: none. Abstain: none. Absent: none.

## **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.

## **STAFF AND COMMISSION REPORTS**

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

- Annual Commissioners Training – for Commissioners who did not attend the annual training on Monday, March 30, please refer to the City Clerk’s follow-up email sent on April 7. You must watch the full video recording of the training, and sign and submit the affidavit to the Clerk’s Office no later than tomorrow, Friday, April 24.
- Live Well Age Well Health Expo – Friday, May 8 from 10:30 a.m. to 1:30 p.m. at the Cupertino Senior Center

## **ADJOURNMENT**

Chair Xu adjourned the meeting at 8:11 p.m.

Respectfully Submitted by,

Jessica Suntay, Administrative Assistant  
Parks and Recreation Department  
*Minutes approved at the \_\_\_\_\_ regular meeting*