



OFFICE OF THE CITY CLERK

CITY HALL
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CUPERTINO.ORG

June 23, 2026

Janki Chokshi, Library Commissioner



Cupertino, CA 95014

jchokshi@cupertino.gov

Dear Commissioner Chokshi,

This letter is to inform you that, according to our records, you have missed two (2) regular Library Commission meetings this calendar year. This represents 33.33% of the meetings held to date.

Per Resolution 26-042 (Commissioners' Handbook), a member may be removed from an advisory body by a vote of the City Council if they miss more than 25% of the advisory body's regular meetings in a calendar year.

Because your absences exceed the 25% attendance threshold established by Council policy, your attendance record must be referred to the City Council for review. Accordingly, the Council will consider your attendance record and vote on your potential removal from the Commission at its meeting on **July 21, 2026**. Council meets at 6:45 p.m. in the Council Chambers, 10350 Torre Avenue, Cupertino, CA 95014, and via teleconference. Additional details will be provided in the published agenda.

You may attend the meeting to address the Council or submit a written statement to the City Clerk's office at cityclerk@cupertino.gov by July 13, 2026, for the Council to consider.

If your schedule no longer allows you to meet these attendance requirements and you prefer to resign voluntarily prior to the vote, please submit a formal resignation letter to the City Clerk.

Thank you for your attention to this matter.

Sincerely,



Lauren Sapudar
City Clerk

cc: Rachelle Sander
Molly James

The following is an excerpt from Resolution No. 26-042

COMMISSION MEMBERSHIP

A member may be removed from an advisory body by a vote of the City Council under the following conditions, in addition to those stated under Resignations and Removals below:

- A member misses more than three consecutive meetings during a term
- A member misses more than 25% of the advisory body's regular meetings in a calendar year
- A member fails to comply with legally required training or conflict of interest reporting requirements after receiving notice and a reasonable opportunity to correct the noncompliance
- Any meeting canceled due to the lack of a quorum will be counted against all of the commissioner(s) unable to participate as a missed meeting.