



# CITY OF CUPERTINO

## AGENDA

### LIBRARY COMMISSION

Cupertino Library, 10800 Torre Avenue, Room 201A  
Wednesday, December 4, 2024  
7:00 PM

#### CALL TO ORDER

#### ROLL CALL

#### APPROVAL OF MINUTES

1. Subject: October 2, 2024 Library Commission Meeting Minutes  
Recommended Action: Review and approve the October 2, 2024 Library Commission meeting minutes.  
[A - Draft Minutes](#)

#### POSTPONEMENTS

#### ORAL COMMUNICATIONS

*This portion of the meeting is reserved for persons wishing to address the Commission on any matter within the jurisdiction of the Commission and not on the agenda. Speakers are limited to three (3) minutes. In most cases, State law will prohibit the Commission from making any decisions with respect to a matter not on the agenda.*

#### WRITTEN COMMUNICATIONS

#### OLD BUSINESS

#### NEW BUSINESS

2. Subject: Fiscal Year 2024-25 City Work Program Poet Laureate Playbook Update  
Recommended Action: Review and approve the revised Poet Laureate Playbook draft as part of the Fiscal Year 2024-25 City Work Program.  
[A - Revised Poet Laureate Playbook Draft V2](#)  
[B - Poet Laureate Playbook 2016](#)

#### REPORTS/UPDATES

3. Subject: Monthly Update Reports

Recommended Action: Receive Monthly Update Reports from:

- Cupertino Community Librarian
- County Librarian
- Friends of the Library
- Cupertino Library Foundation
- Poet Laureate

## **STAFF AND COMMISSION REPORTS**

## **COMMISSIONER ATTENDANCE AT UPCOMING MEETINGS AND EVENTS**

## **FUTURE AGENDA SETTING**

## **ADJOURNMENT**

*In compliance with the Americans with Disabilities Act (ADA), anyone who is planning to attend this meeting who is visually or hearing impaired or has any disability that needs special assistance should call the City Clerk's Office at 408-777-3223, at least 48 hours in advance of the meeting to arrange for assistance. In addition, upon request in advance by a person with a disability, meeting agendas and writings distributed for the meeting that are public records will be made available in the appropriate alternative format.*

*Any writings or documents provided to a majority of the members after publication of the agenda will be made available for public inspection. Please contact the City Clerk's Office in City Hall located at 10300 Torre Avenue, Cupertino, California 95014, during normal business hours.*

*IMPORTANT NOTICE: Please be advised that pursuant to Cupertino Municipal Code section 2.08.100 written communications sent to the City Council, Commissioners or staff concerning a matter on the agenda are included as supplemental material to the agenda item. These written communications are accessible to the public through the City website and kept in packet archives. Do not include any personal or private information in written communications to the City that you do not wish to make public, as written communications are considered public records and will be made publicly available on the City website.*