



CITY OF CUPERTINO

AGENDA

LIBRARY COMMISSION

Cupertino Library, 10800 Torre Ave, 2nd Floor ThinkTank

Wednesday, June 5, 2019

7:00 PM

CALL TO ORDER

ROLL CALL

APPROVAL OF MINUTES

1. Subject: Regular Meeting of May 1, 2019
[Draft Minutes](#)

POSTPONEMENTS

ORAL COMMUNICATIONS

This portion of the meeting is reserved for persons wishing to address the commission on any matter 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 listed on the agenda

WRITTEN COMMUNICATIONS

OLD BUSINESS

2. Subject: Discussion of the City Council Work Program Item "Library Community Room Addition". Consider Immediate Action to Show Support for the Addition of a Community Room Inside the Cupertino Library. Receive Update from the Cupertino Library Foundation, as Available.
3. Subject: Discussion of a Marketing Plan and Scheduling of Outreach Events to Promote the Tri-Annual Library Survey. The Survey Opened on 5/22/2019. Follow Up with Library District Staff to Learn To-date Participation Numbers, if Available. Determine if Individual Efforts to Promote the Survey are Sufficient OR if Organized Outreach is Necessary to Boost the Participant Total to the Preferred Target Number

4. Subject: Receive Update on the Current Process Library Staff Follows to Reserve Community Hall for Library Programming and Recommendations for Improvement. As of 5/1/2019, the Library District Had Stopped Booking Library Programs at Community Hall Due to Unacceptable Terms Identified in the Indemnity Portion of the Reservation Application. Consider Actions to Show Support for an Efficient and Unambiguous Reservation Process that Ensures Timely Confirmation of Each Priority Use of Community Hall by the Library
5. Subject: Discussion of Future Library Commission Work Plan Items to Submit for City Council Approval for FY 2019-2020
[Draft Work Plan](#)

NEW BUSINESS

6. Subject: Discussion of Environmental Factors, Such as Seating, Noise Level, Tutoring Activity, Affecting Patron Satisfaction and Library Use. Update on the Plan to Redesign Seating and Study Spaces

STAFF AND COMMISSION REPORTS

7. Subject: Receive Monthly Update Reports from:
Cupertino Community Librarian
County Librarian
Friends of the Library
Cupertino Library Foundation
Commissioners
Poet Laureate
8. Subject: Discussion of Commissioners' Attendance at Upcoming Meetings and Community Events

ADJOURNMENT

In compliance with the Americans with Disabilities Act (ADA), anyone who is planning to attend the next 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, 48 hours in advance of the meeting to arrange for assistance. 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. Also upon request, in advance, an assistive listening device can be made available for use during the meeting.

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 during normal business hours.

IMPORTANT NOTICE: Please be advised that pursuant to Cupertino Municipal Code 2.08.100 written communications sent to the Cupertino City Council, Commissioners or City 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's website and kept in packet archives. You are hereby admonished not to include any personal or private information in written communications to the City that you do not wish to make public; doing so shall constitute a waiver of any privacy rights you may have on the information provided to the City.

Members of the public are entitled to address the members concerning any item that is described in the notice or agenda for this meeting, before or during consideration of that item. If you wish to address the members on any other item not on the agenda, you may do so during the public comment.