

Library Commission 7/1/2020

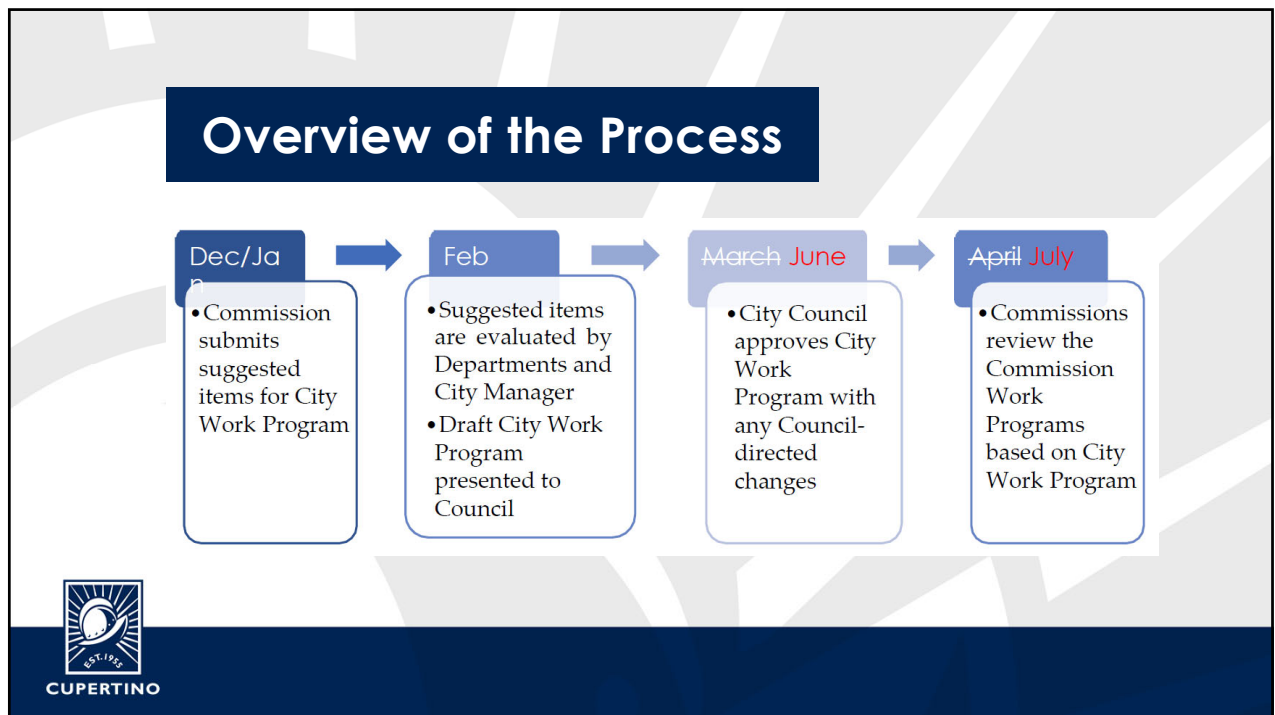
Item #3

Library Commission FY 2020/21 Work Program

Presentation



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Municipal Code Description

Chapter 2.68

- A. Consult on the functioning of the physical facilities of the Cupertino Library and make recommendations from time to time for improvements or modification thereof
- B. Consult on the Cupertino Library programs and services to the community and make recommendations from time to time for improvements or modifications thereof
- C. Act as liaison with private community groups supportive of the library program
- D. Consult with architect and Council in planning of any library building facilities, including building locations, layout, architecture, landscaping and furnishings.
- E. Hold hearings, formulate policies and make rules and procedures with respect to the foregoing for approval by the City Council
- F. Perform such other tasks as may be expressly requested of it by the City Council

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Library Commission Schedule

Required by Municipal Code:

Shall hold regular meetings at least
once every other month

Established Meeting Schedule:

First Wednesday of each month,
7:00pm

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FY 2020/21 Operational Items

- Poet Laureate Program
- Library Expansion Project

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FY 2020/21 Budget

Item	Amount
Materials	\$380.00
Contract Services (Poet Laureate)	\$2,000.00
Total	\$2,380.00

*FTE Allocation .10
(Staff Liaison and Administrative Assistant)

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Proposed Work Program: Item 1

Project/Task	Project Objective	Driven by City Work Program, mandate, law, or Council priority/direction? (If yes, please specify)	Estimated Completion Date
a) Support the efforts of Council to address space constraints affecting programming, meeting, and study uses of the library.	Solve Programming and Library Space Issues, Access to Study, Research, and Collaborative Space	Council confirmed its commitment to expand the library to include programming and community meeting space in November 2019.	a) TBD
b) Work with Library District to designate quiet work spaces inside the library. Monitor implementation and patron response.	Solve Programming and Library Space Issues, Access to Study, Research, and Collaborative Space	Council confirmed its commitment to expand the library to include programming and community meeting space in November 2019.	b) TBD
c) Work with Library District and Education Districts to identify locations for additional study, research, and collaborative space for community members.	Solve Programming and Library Space Issues, Access to Study, Research, and Collaborative Space	Council confirmed its commitment to expand the library to include programming and community meeting space in November 2019.	c) Summary of Progress, December 2020. Future actions, if any, TBD.

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Proposed Work Program: Item 2

Project/Task	Project Objective	Driven by City Work Program, mandate, law, or Council priority/direction? (If yes, please specify)	Estimated Completion Date
d) Work in cooperation with the City and Library District to recommend events, programs, and services to benefit Middle School Students.	Improve Programming and Services for Middle School Students	Quality of life	TBD

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Proposed Work Program: Item 3

Project/Task	Project Objective	Driven by City Work Program, mandate, law, or Council priority/direction? (If yes, please specify)	Estimated Completion Date
e) Recommend programs and events to assist the Library District in engaging the community on topics such as the Tri-annual Patron Survey, programs, and services.	Support Data Collection, analysis of Results, and Policy Recommendations Associated with the Tri-annual Library Patron Survey.	Public engagement/Transparency	TBD

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Proposed Work Program

Project/Task	Project Objective	Driven by City Work Program, mandate, law, or Council priority/direction? (If yes, please specify)	Estimated Completion Date
a) Support the efforts of Council to address space constraints affecting programming, meeting, and study uses of the library. b) Work with Library District to designate quiet work spaces inside the library. Monitor implementation and patron response. c) Work with Library District and Education Districts to identify locations for additional study, research, and collaborative space for community members.	Solve Programming and Library Space Issues, Access to Study, Research, and Collaborative Space	Council confirmed its commitment to expand the library to include programming and community meeting space in November 2019.	a) TBD b) TBD c) Summary of Progress, December 2020. Future actions, if any, TBD.
d) Work in cooperation with the City and Library District to recommend events, programs, and services to benefit Middle School Students.	Improve Programming and Services for Middle School Students	Quality of life	TBD
e) Recommend programs and events to assist the Library District in engaging the community on topics such as the Tri-annual Patron Survey, programs, and services.	Support Data Collection, analysis of Results, and Policy Recommendations Associated with the Tri-annual Library Patron Survey.	Public engagement/Transparency	TBD

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Additional Information and Reminders

- Commission Chair and Staff Liaison meet two weeks prior to meeting to discuss upcoming agenda
 - Request for agenda items need to be submitted to the Staff Liaison by this time
- Agendas are posted on the Friday before meeting (72 hours)
- Staff Liaison should be your first point of contact for information regarding City and staff resources

Library Commission 7/1/2020

Item #5

Receive Monthly Update Report from Cupertino
Community Librarian

Presentation



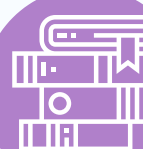
UPDATE - JULY 2020

CUPERTINO LIBRARY



CURBSIDE SERVICE NOW HERE!

Place holds on materials, and then pick them up at the library either by walking up with no appointment, or by car with an appointment. Available Monday - Saturday, 1:00 - 5:00 pm. scclld.org/curbside



ALL DONE? RETURN IT!

Yes, we are ready for you to return your library materials! Bring items back during curbside service, Monday to Saturday, 1:00 - 5:00 pm. All materials will be quarantined for 72 hours after return.

scclld.org/curbside



ASK A DIETITIAN - 請問營養師：如何健康減碳水

Learn about the principles of reducing carbohydrate intake, and ask questions of the dietitian. Register at bit.ly/SCCLDonlineevents

DIG DEEPER!

It's not too late to sign up for Summer Reading! Let's all read together this summer. Visit us online to register and check out our event offerings. scclld.org/summer2020/



HISTORICAL FICTION BOOKSHARE

If you like historical fiction, join us (virtually) to find out what other readers recommend in this popular genre! Register at bit.ly/SCCLDonlineevents



EBOOK CIRCULATION SOARS

Overdrive eBook circulation for Cupertino Library has increased over 112% since March, and is 48% higher than any other SCCLD library. scclld.org/online-library/



STAFF PICKS - JULY 2020

CUPERTINO LIBRARY



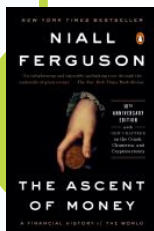
SENIOR LIBRARY CLERK PAT RECOMMENDS...

The Three by Sarah Lotz - Three harrowing plane crashes take place in different parts of the world with one survivor in each crash. Written like a gripping news story, follow the perspectives of the three survivors in this very suspenseful, hard to put down read. <https://sccl.bibliocommons.com/item/show/416609118>



LIBRARY PAGE KYLA RECOMMENDS...

Never Split the Difference: Negotiating Like Your Life Depended On It by Chris Voss - Voss, an FBI negotiator, has helped people all over the world get out of hostage situations. In this book, he explains the talking points of negotiation. <https://sccl.bibliocommons.com/item/show/497697118>



LIBRARIAN KYLA RECOMMENDS...

The Ascent of Money: A Financial History of the World by Niall Ferguson - A fascinating look at how money has evolved from Mesopotamian clay tablets to the CDOs that helped lead to the Great Recession of 2007. <https://sccl.bibliocommons.com/item/show/243665118>



LIBRARY CLERK LAUREN RECOMMENDS...

The Bookwanderers by Anna James - Tilly discovers that she has the ability to "bookwander" or travel into the pages of her favorite books in the first book in the new children's series Pages and Co. <https://sccl.bibliocommons.com/item/show/750747118>



Bookmobile
Campbell
Cupertino

Gilroy
Los Altos
Milpitas

Morgan Hill
Saratoga
Woodland

Use your library card for access to our entire online library, available 24/7, including eBooks, audiobooks, downloadable movies, music, magazines, newspapers, international content, online learning, research and more.

Don't have a library card? Sign up for an eCard at sccl.org/card-application/.

cupertino library


LIBRARY COMMISSION UPDATE – 7/1/2020



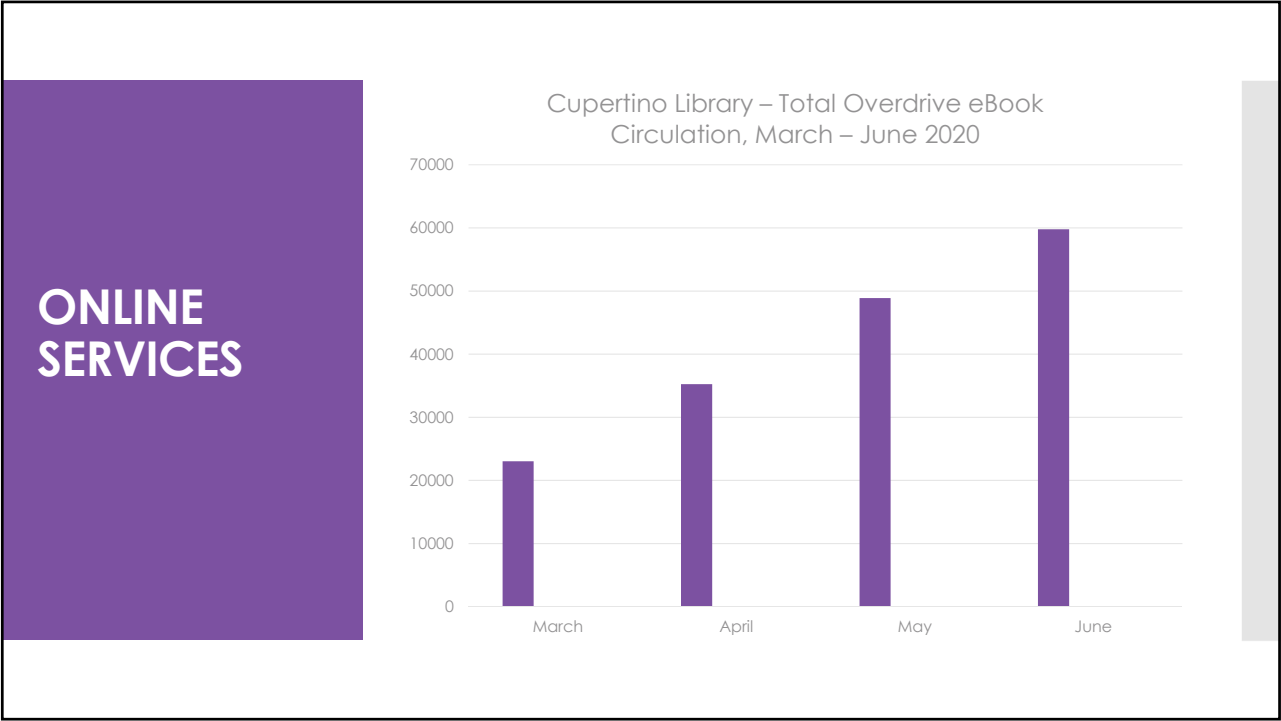
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We are happy to welcome you back to Cupertino Library for curbside service, and look forward to continuing to serve you online with our virtual programs and services.

- Clare Varesio, Community Librarian



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ONLINE SERVICES

Mindfulness Meditation
Cupertino Library
Beginner Class 5– June 12th 2020

MINDFUL LIVING

Read

"KNOX WOOF, PIZZA BOOM!"

ONLINE SERVICES

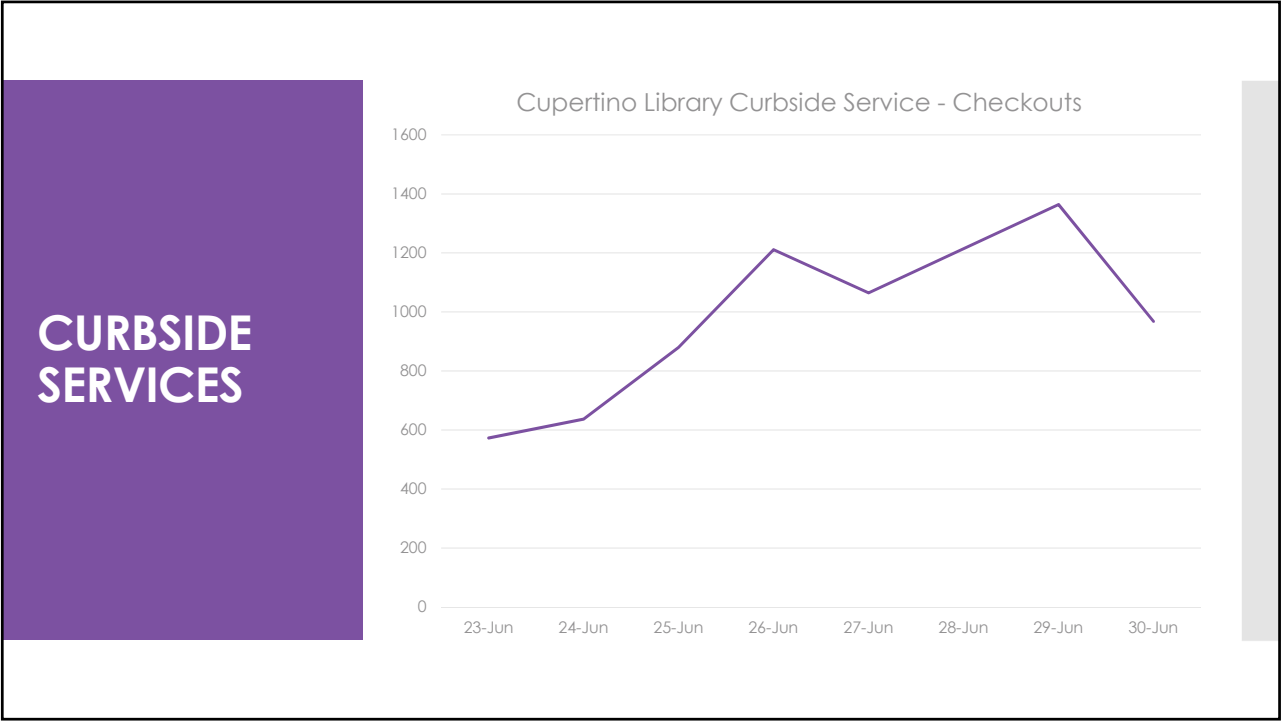
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- STAFF & SUPPORTERS

- Disaster Service Workers
 - Friends of the Cupertino Library
 - Cupertino Library Foundation
 - Cupertino Poet Laureate

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MOVING
FORWARD

- Phased restart to service based on County of Santa Clara guidelines
- Focus on safety for staff and patrons
- Continued virtual offerings

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santa clara

county

library district

cupertino library

VISIT US ONLINE
AT www.sccld.org
TO LEARN MORE

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Library Commission 7/1/2020

Item #5

Receive Monthly Update Report from County Librarian

Presentation

July 2020
Library Stakeholder Report
Jennifer Weeks, County Librarian

CURBSIDE SERVICES AVAILABLE



Curbside holds pickup and library returns are now available Monday-Saturday, 1pm-5pm at all eight SCCLD libraries. Launching on June 15, after a successful first couple of weeks in June, we served 6,459 appointments, received over 61,000 items in library returns and checked out over 30,000 items to patrons!

	6/15-20	6/22-27*
Check out	11,351	17,497
Check in	20,518	40,308

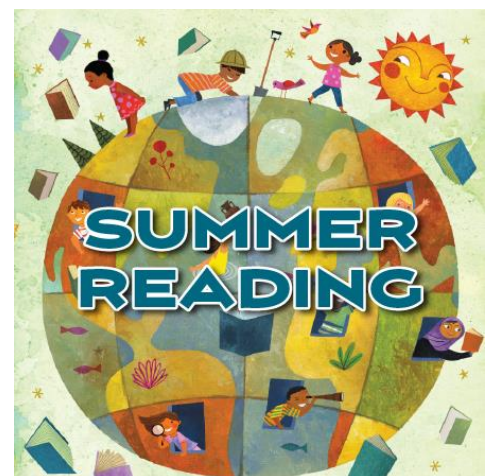
**Doesn't include Jun 29-30 or the items in quarantine from June 25-30.*

Due to the popularity of this service and the high number of holds that patrons have requested, we've changed our model so the Walkup Holds Pickup no longer requires an appointment. Once patrons receive confirmation their holds are available, they have the choice of scheduling an appointment to use our contactless curbside pickup service or the walkup service. [Watch this short video](#) to learn how to pick up your holds using curbside service.

Summer Reading Program June 1- July 31

SCCLD's [Summer Reading Program](#) *Dig Deeper: Read, Investigate, Discover!*, is in full swing! The program encourages readers of all ages to dig below the surface and discover everything from the science of everyday things, to the envisioning of the future, discovering other cultures, peering into nature and the environment, delving into the unknown and exploring a treasury of knowledge.

Earn badges throughout the summer in Beanstack by logging your reading and activities. You can even **earn a prize* for reading 5 books and completing some fun discovery and investigation activities this summer!** scclld.org/summer2020



**Completion prizes will be available in August.*

How to Join

It's easy to get started. Sign up (or log in) online on Beanstack, or [print a reading log](#). You can also download the Beanstack app for your mobile device.

Highlights-Summer Reading Events for All Ages:

Children:

- [Sterling the Bubblemaker](#): July 8, Jul 11
- [Your Library Art Club](#): Every Tue from 3pm-4pm
- [Book Clubs](#) (check schedule for the different age groups): Every Mon 3pm-4pm

Teens:

- [Online Teen Book Club](#): Jul 21
- [Point Lobos State National Reserve](#) : Jul 29

Adults:

- [Film Discussions](#): Every Thur and Sat
- [Edible Terrariums](#): Jul 15
- [The Geology of Henry Coe State Park](#): Jul 25

Lunch at the Library

SCCLD continues to offer Lunch at the Library at the Gilroy and Morgan Hill Libraries. Prepackaged grab and go meals (2 per person) are available for children and their caregivers at the following locations:

Gilroy Library: Mon, Wed, Fri from 12-1pm
Morgan Hill Library: Mon, Wed, Fri from 11am-1pm



Joint Powers Authority Board Meeting Update

The JPA Board meeting took place on June 25. We are happy to report SCCLD received a clean audit from the independent auditor for the year ending June 30, 2019. In addition, the board adopted the FY2020-2021 SCCLD fiscal budget. Finally, the board ratified the appointment of the nominating committee including Chair, Mike Wasserman, Vice Chair, Lynette Lee Eng, with Darcy Paul and Courtenay Corrigan volunteering to join the nominating committee.

For more information, please visit scclld.org/jpa

Library Trends

In June 2020, the Institute of Museum and Library Services (IMLS) published the first stage of their findings as part of the REALM Project to mitigate exposure to the virus. Based on this and other official information from the CDC and World Health Organization, we will monitor and utilize within our planning for Library services.



Research Shows Virus Undetectable on Five Highly Circulated Library Materials After Three Days

Findings are Part of REALM Project to Produce Science-Based Information to Help Mitigate Exposure to Virus

Washington, DC— In the first phase of a project to disseminate and develop science-based information about how materials can be handled to mitigate exposure to staff and visitors, scientists have found that the virus SARS-CoV-2 that causes COVID-19 is not detectable on five common library materials after three days.



The findings are part of the [Reopening Archives, Libraries, and Museums](#)

[\(REALM\) Project](#) designed to generate scientific information to support the handling of core museum, library, and archival materials as these institutions begin to resume operations and reopen to the public. The first phase of the research is focusing on commonly found and frequently handled materials, especially in U.S. public libraries.

Over the past few weeks, scientists at Battelle tested the virus on a variety of surfaces, in environments with standard temperature and relative humidity conditions typically found in air-conditioned office space. Materials tested in phase one included the cover of hardcover books (buckram cloth), the cover of softback books, plain paper pages inside a closed book, mylar protective book cover jackets, and plastic DVD cases. Battelle tests found the virus undetectable after one day on the covers of hardback and softback books as well as the DVD case. The virus was undetectable on the paper inside of a book and mylar book jackets after three days. “It’s below the limit of detection on our viability assay,” said Battelle Principal Research Scientist Will Richter.

Lab testing of physical items followed literature reviews conducted by Battelle to help define the scope of the project's research and the information needs of libraries, archives, and museums. Last week, the REALM Project released "[Systematic Literature Review](#) of SARS-CoV-2: Spread, Environmental Attenuation, Prevention, and Decontamination," prepared by Battelle. This is an in-depth review of published literature on virus transmission, attenuation, and decontamination methods that can inform discussion and decisions about operations in archives, libraries, and museums.

"Scientific research is essential to answer questions about the spread of the coronavirus on materials that are ever-present in our nation's libraries, archives, and museums," said IMLS Director Crosby Kemper. "We recognized the need to test specific items and surfaces as these organizations are now reopening, asking: How can we mitigate risk to staff? How should patrons and visitors handle books, touchable exhibits, or DVD cases? Our aim was to equip America's libraries, archives, and museums with information to help them do what they do best: continue serving their communities. I am so pleased and hopeful that this critical work will be reaching the people who need it."

"Results from this ongoing research project will help libraries, archives and museums plan with greater confidence at a difficult time," said Skip Prichard, OCLC President and CEO. "Although there are various sources of general information about handling materials in the time of COVID-19, this project is designed specifically to test materials and provide useful science-based information to these institutions. Equipped with this critical information, they will be better able to determine measures they can take to mitigate exposure to staff and the communities they serve."

"Any library worker would agree that people make good decisions when their decisions are based on facts and evidence," said Nate Hill, Executive Director, Metropolitan New York Library Council and member of the REALM Project Steering Committee. "The output of the REALM Project, both the systematic literature review and the lab test results, give library workers the information they need to make practical, informed decisions as they reopen their spaces and resume their services."

Battelle will be initiating lab testing on an additional five materials this month, with results expected by the end of July. Examples of public library reopening plans are being collected, curated, and shared to the website this week. The research reports will inform development of toolkit resources, content, and programming that will help translate the findings for real-world applications in museums, libraries, and archives.

"As museums across the country draft their reopening plans, we know that our exhibitions and galleries contain a vast variety of materials that are not addressed in state and federal public health guidelines," said Carole Charnow, President and Chief Executive Officer, Boston Children's Museum and member of the REALM Operations Working Group. "Therefore, we need up to date, science-based information specific to museums. For those of us that are hands-on, interactive institutions, this is especially critical. The REALM Project is providing the invaluable

evidence-based information museum professionals need in order to ensure the highest possible standards of safety for our staff and visitors.”

The REALM Project is supported by the Institute of Museum and Library Services (IMLS), the primary source of federal funding for museums and libraries; and OCLC, a nonprofit library technology and research organization; in partnership with Battelle, a not-for-profit global scientific research and development organization.

Project updates are posted at oc.lc/realm-project as they become available.

Those interested can also sign up through the project website to receive timely email updates when new information is released.

[Click here to view this email online.](#)

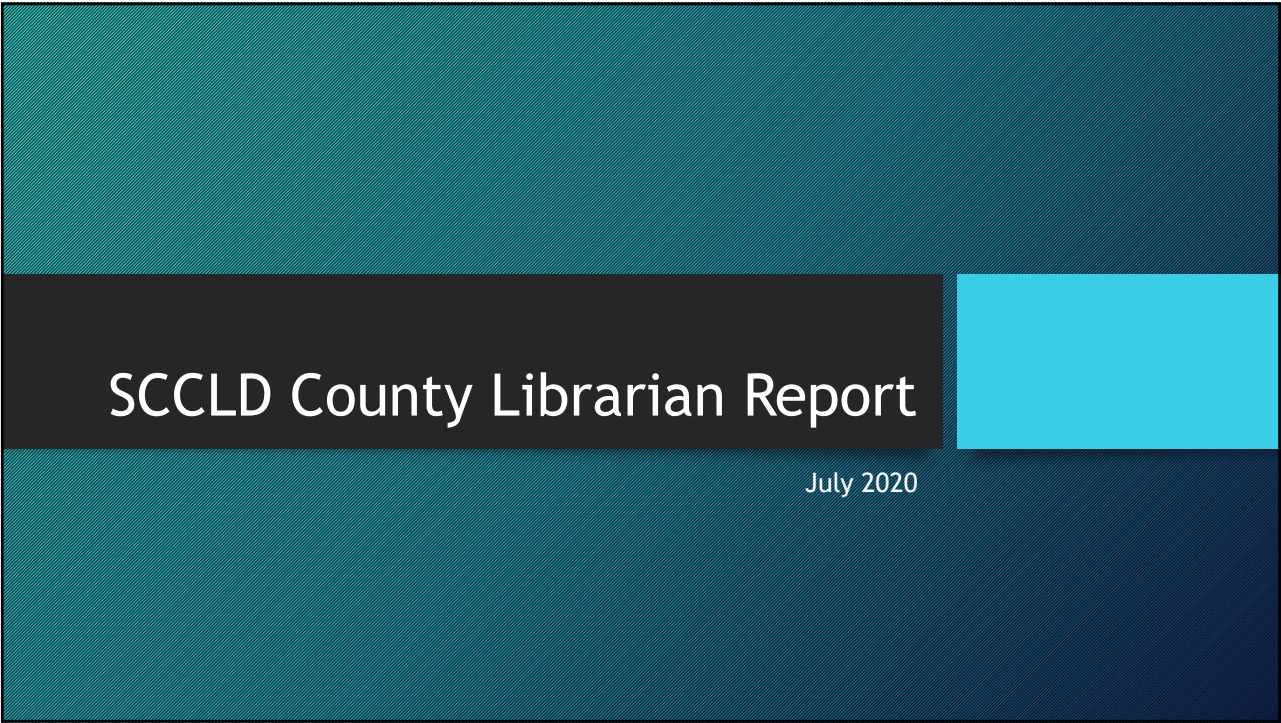


About Battelle

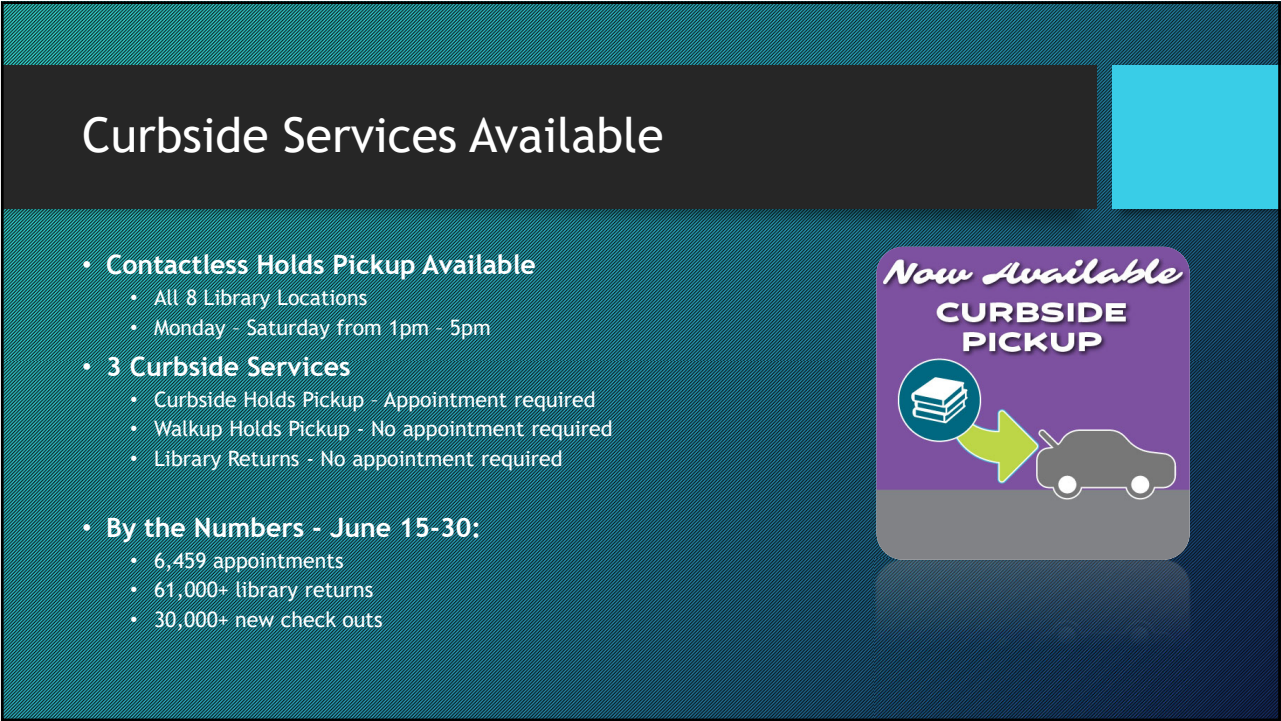
Every day, the people of Battelle apply science and technology to solving what matters most. At major technology centers and national laboratories around the world, Battelle conducts research and development, designs and manufactures products, and delivers critical services for government and commercial customers. Headquartered in Columbus, Ohio since its founding in 1929, Battelle serves the national security, health and life sciences, and energy and environmental industries. For more information, visit www.battelle.org.

About OCLC

[OCLC](#) is a nonprofit global library cooperative providing shared technology services, original research and community programs so that libraries can better fuel learning, research and innovation. Through OCLC, member libraries cooperatively produce and maintain [WorldCat](#), a comprehensive global network of data about library collections and services. Libraries gain efficiencies through OCLC's [WorldShare](#), a complete set of library management applications and services built on an open, cloud-based platform. It is through collaboration and sharing of the world's collected knowledge that libraries can help people find answers they need to solve problems. Together as OCLC, member libraries, staff and partners make breakthroughs possible.



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Summer Reading June 1 - July 31

Dig Deeper: Read, Investigate, Discover!

Encourage readers of all ages to dig below the surface and discover Summer Reading 2020 - All Online June 1 - July 31

- Earn a prize for reading 5 books and completing some fun discovery and investigation activities!

How to Join

Sign up at scclid.org/summer2020, or log in online on Beanstack, or [print a reading log](#).

You can also download the Beanstack app for your mobile device.

3

Lunch at the Library

Prepackaged Grab and Go Meals Available*

- Gilroy Library: Mon, Wed, Fri from 12pm - 1pm
- Morgan Hill Library: Mon, Wed, Fri from 11am - 1pm

*Available to children 2-18 and their caregivers

4

Joint Powers Authority Board Meeting

- New Business Updates
 - Independent audit report for year ending June 30, 2019 resulted in clean audit
 - FY2020-2021 SCCLD budget was adopted by JPA
 - Nominating committee consists of Chair, Mike Wasserman, Vice Chair, Lynette Lee Eng, and new voluntary members include Darcy Paul and Courtenay Corrigan

Agenda and meeting minutes will be available at scclld.org/jpa

Next JPA meeting scheduled for Thursday, October 22, 2020 at 12:00pm

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REALM Project

Science-Based Information to Help Mitigate Exposure to Virus

Research Shows Virus Undetectable on Five Highly Circulated Materials After Three Days

- Hardback book covers (buckram cloth)
 - 1 day
- Softback book covers
 - 1 day
- Pages inside closed book
 - 3 days
- Mylar cover jackets
 - 3 days
- DVD case
 - 1 day

oc.lc/realm-project

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 INSTITUTE of
Museum and Library
SERVICES

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6

Library Commission 7/1/2020

Item #5

Receive Monthly Update Report from Cupertino Poet
Laureate

Presentation

Q3 2020 Cupertino Poet Laureate Update

1. 5/9/20 **Saturday Poetry Pen-Pals #2 “Mother’s Day” Workshop** was held online within the Cupertino Library Zoom-Domain with assistance of Clare - it created a trend of Memory of Beloved Mother poetry creation around the community.
2. The end of May, I worked as a head judge along with Jeff Moe, Kaecey McComick and Ann Muto. We’ve gone through 124 poems from local Middle and High schools and hand-picked the 14 finalists (see below) – I co-hosted the Award Ceremony at Zoom on 6/10/20.
<https://portal.clubrunner.ca/3794/Stories/poetry-contest-winners-1>
3. 6/12/20 I met with Clare at the library and we started to work together to create a “Poetry Window” around 2 dozens of Library Windows – to exhibit 14 winning poems about “Pandemic” from the students.
4. 6/17/20 Meeting with Clare, Christine and Whitney, to discuss using the CPL budget for “**Poetry Window**” project.
5. 6/27/20 **Saturday Poetry Pen-Pals #3 “DIVERSITY” Workshop** was held online within the Cupertino Library Zoom-Domain with assistance of Clare and Kyla, an big success – poets wanted it more, it has inspired some brilliant writing about race and social justice.
6. The inspired “Diversity” poems from the latest CPL workshop could be added to the “Poetry Window” Project – not only to increase poetry visibility but to spiritually uplift at this tumultuous time.