



**DRAFT MINUTES
LIBRARY COMMISSION**
Wednesday, December 7, 2022

LIBRARY COMMISSION MEETING

CALL TO ORDER

At 7:01 p.m., Chair Pan called the meeting to order via remote teleconference.

ROLL CALL

Commissioners present: Qin Pan, Liyan Zhao, Rahul Vasanth, Archana Panda, Sheela Sreekanth (arrived at 7:15 p.m.)
Commissioners absent: None
City/County Staff present: Molly James, Kevin Khuu, Bryant Bao, Clare Varesio, Jennifer Weeks
Guest Speakers: None

APPROVAL OF MINUTES

1. Subject: November 2, 2022 Library Commission Meeting Minutes

Recommended Action: Review and approve the November 2, 2022 Library Commission meeting minutes.

Vice Chair Zhao motioned to approve the minutes as submitted. Commissioner Vasanth seconded. Motion carried with 3 yes, 1 absent, and 1 abstain.

POSTPONEMENTS

None

ORAL COMMUNICATIONS

None

WRITTEN COMMUNICATIONS

None

OLD BUSINESS

2. Subject: Cupertino Poet Laureate Subcommittee Update

Recommended Action: Receive an update from the Cupertino Poet Laureate Subcommittee.

Commissioner Panda and Vice Chair Zhao provided an overview of the Poet Laureate Celebration Event on November 16. Incoming Poet Laureate, Keiko O'Leary, is shadowing the current Poet Laureate, Jing Jing Yang, and the subcommittee will continue to help in the new year. Chair Pan commented on the event and thanked Commissioner Panda and Vice Chair Zhao for their work on the subcommittee.

NEW BUSINESS

3. Subject: Consider Canceling the January 2023 Library Commission Meeting

Recommended Action: Discuss and cancel the January 2023 Library Commission meeting.

Molly James, Recreation Manager, proposed the item to the Commission, summarized what was done in the past, and asked the Commissioners to consider canceling the January meeting.

Liana Crabtree, Cupertino Resident, commented on the item and reminded the Commissioners that if the January meeting is canceled, then this would be the last meeting for the current Commissioners.

Chair Pan thanked Commissioner Vasanth for his service on the Library Commission. Vice Chair Zhao thanked Chair Pan and Commissioner Vasanth for their work and service on the Library Commission. Commissioner Panda acknowledged Chair Pan's work on the Donor Wall at the Cupertino Library and thanked both Chair Pan and Commissioner Vasanth for their work on the Commission.

Commissioner Vasanth motioned to cancel the January 2023 Library Commission meeting. Commissioner Panda seconded. Motion carried with 4 yes and 1 absent.

STAFF AND COMMISSION REPORTS

4. Subject: Monthly Update Reports

Recommended Action: Receive Monthly Update Reports from:

- Cupertino Community Librarian
Reported as submitted. Bryant Bao will be starting the week of December 12 as the Acting Community Librarian in Cupertino.
- County Librarian Monthly Update
Reported as submitted.
- Friends of the Library
The Lobby Book Sale is still available during Library open hours. The 2023 Large Book Sale dates can be found on the website. Book donations are still being accepted late Tuesday morning to early Thursday afternoon.
- Cupertino Library Foundation
No updates.
- Commissioners
Commissioner Panda reported on the Commissioners Dinner and thanked City staff for their efforts on the event. Chair Pan thanked current Commissioners for their services during the pandemic.
- Poet Laureate
No updates.
- Staff
 - o Molly James announced her return from leave and will resume as the Library Commission Liaison moving forward.

- Council approved extending the resolution authorizing continued remote teleconference meetings of the legislative bodies for the period December 6, 2022 through January 5, 2023.
 - Staff will update the commission on any changes for the February meeting.
- Recapped the holiday events this past weekend, Tree Lighting and Breakfast with Santa.
- Upcoming Holiday Events
 - Signing Santa – Saturday, December 10 from 2 to 4 p.m. at Quinlan Community Center
 - Santa Visits – December 10, 11, 16, 17, and 18 (15-Minute Visits to your home)

COMMISSIONER ATTENDANCE AT UPCOMING MEETINGS AND EVENTS

Commissioners to attend the upcoming Mayor's meetings as follows:

December 14 – Chair Pan

January 11 – Commissioner Panda

FUTURE AGENDA SETTING

None

ADJOURNMENT

Chair Pan adjourned the meeting 7:48 p.m.

Respectfully Submitted by,

Jessica Javier, Administrative Assistant