



**DRAFT MINUTES  
LIBRARY COMMISSION**  
Wednesday, March 7, 2018

**LIBRARY COMMISSION REGULAR MEETING**

**CALL TO ORDER**

At 7:26pm, Vice Chair Crabtree called the meeting to order at Cupertino Library, 10800 Torre Ave, Cupertino in the Story Room.

Vice Chair Crabtree moved the Poet Laureate Program to be first on the agenda.

**ROLL CALL**

Commissioners: Liana Crabtree, Amanda Jia Wo, Gopal Kumarappan  
City/County Library Staff: Christine Hanel, Clare Varesio, Nancy Howe  
Absent: Christie Wang, Rose Grymes  
Guests: Kaecey McCormick

**APPROVAL OF MINUTES**

Regular Meeting of February 7, 2018

The Commission amended the minutes, to add the speaker names and corrected the word "Selections" to "Elections" under Old Business. Commissioner Wo motioned to approve the amended minutes and Commissioner Kumarappan seconded. Motion carries with 3 yes and 2 absent.

**POSTPONEMENTS**

None

**ORAL COMMUNICATIONS**

None

**WRITTEN COMMUNICATIONS**

The Commission reviewed an email from Jerry Liu, requesting a joint meeting with the Commission and the Library Foundation. Commissioner Wo motioned to proceed on this matter. Vice Chair Crabtree seconded. Motion passed 3 yes and 2 absent, to gather dates and work with staff on the logistics of the joint meeting.

**OLD BUSINESS**

Poet Laureate Program

Poet Laureate Kaecey McCormick requested support from the Commission on marketing the poet laureate programs. Presented a calendar of events for 2018.

Cupertino User Survey Results & Actions  
Clare Varesio provided an update.

Polling Box relocation at Civic Plaza

The Commission continued the topic from the previous meeting. Vice Chair Crabtree provided an update on the item. The Citizen's Advisory Commission on Elections voted to advise the County and City to place a ballot box within 150 feet of the Library Entrance. The Commission directed staff to provide commission updates in future meetings on this matter.

**NEW BUSINESS**

None

## **STAFF AND COMMISSION REPORTS**

- Cupertino Community Librarian Report – February report as submitted.
- County Librarian Report – As submitted. The passport office will be open on April 3 in Cupertino. Appointments only.
- Friends of the Library Report – None.
- Cupertino Library Foundation Report – None.
- Commissioner Report – None.
- Poet Laureate Report – None.
- Staff Report – None.
- Calendar Review –

Commissioners to attend Mayor's meetings, 1st Wednesday @ 5:30pm, as follows:

Vice Chair Crabtree – May 2

Commissioner Kumarappan – June 6

**ADJOURNMENT:** The meeting adjourned at 9:07pm.

Respectfully Submitted by,

Christine Hanel, Assistant Director of Recreation and Community Services

*Minutes approved at the \_\_\_\_\_ meeting.*