



DRAFT MINUTES LIBRARY COMMISSION

Wednesday, May 1, 2019

LIBRARY COMMISSION REGULAR MEETING

CALL TO ORDER

At 7:00 p.m., Chair Crabtree called the meeting to order at the Cupertino Library, 10800 Torre Ave, Cupertino, in the Think Tank Room.

ROLL CALL

Commissioners: Liana Crabtree, Amanda Jia Wo, Qin Pan, Rahul Vasanth, Christie Wang
City/County Library Staff: Christine Hanel, Robyn McCreight, Chris Brown, Nancy Howe

Absent: None

Attendance: Vasanth Krishnamurthy, Brent Bardsley

APPROVAL OF MINUTES

Meeting of April 3, 2019

Commissioner Vasanth motioned to approve the draft minutes. Commissioner Pan seconded.

Motion passed with 4 yes and 1 abstain. Commissioner Vasanth motioned to rescind the approval of the draft minutes. Chair Crabtree seconded. Motion passed unanimously.

Commissioner Vasanth made a motion to approve the minutes with the following amendments: under Old Business, Item #3, change update these items on the Priority Items list:

- Community Outreach to Community Outreach, Including Collaboration with Local Schools
- Parking/Patron Drop-Off to Parking and Patron Drop-Off
- Community Room Expansion to Solve Programming and Library Space Issues

And under New Business, Item #4, change "Commissioner Pan" to "Commissioners".

Commissioner Pan seconded. Motion passed with 4 yes and 1 abstain.

CEREMONIAL MATTERS AND PRESENTATIONS

None

POSTPONEMENTS

None

ORAL COMMUNICATIONS

Brent Bardsley, Cupertino resident, requested the Commission consider banning cell phone usage at the Library to ensure a nice, quiet place to read.

WRITTEN COMMUNICATIONS

The Commission received communications from the Girl Scouts about building mini-library stations in parks. Commissioner Vasanth will work with the Girl Scouts on the project.

OLD BUSINESS

Discussion of a Marketing Plan for the Tri-Annual Library Survey

The Commission discussed the survey, which will launch on Monday, May 20th. Library staff submitted a desk item, which will be added as public record, and requested support of non-english speakers to help with the survey. Commissioner Wang will reach out to other Commissions for their assistance. Commissioner Wang motioned to create a subcommittee for the marketing plan, nominating Vice Chair Wo and Commissioner Pan to be part of the committee. Commissioner Vasanth seconded. Motion passed unanimously.

Discussion of Future Library Commission Work Plan Items to Submit for City Council

Approval for FY 2019-2020

Chair Crabtree motioned to postpone this item to the next meeting. Vice Chair Wo seconded. Motion passed unanimously.

NEW BUSINESS

Discussion of the Current Process Library Staff Follows to Reserve Community Hall for Library Programming and Recommendations for Improvement. 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

Item was postponed to the June meeting. An update will be provided.

Discussion of the City Council Work Program Item "Library Community Room Addition". Consider Immediate Actions to Show Support for the Addition of a Community Room Inside the Cupertino Library

Item was postponed to the June meeting. Henry Sang from the Cupertino Library Foundation will come and speak on the item.

Discussion of Opportunities to Open Community Hall for Student Use. Confirmed Study Hall Dates at Community Hall Include: 12 pm to 5pm, Saturdays on 5/25/2019 and 6/1/2019

Item was discussed. A flyer on the event was submitted for public record.

Discussion of the Commission's Participation in the Sunday, May 5, 2019 Volunteer Fair. Share Information About How to Volunteer for the Event. Review the Draft Handout and Update as Needed.

The Commission discussed the draft handout for the Volunteer Fair. Vice Chair Wo will attend from noon to 2pm. Commissioner Pan and Commissioner Vasanth will attend from 1pm to 2pm.

STAFF AND COMMISSION REPORTS

Cupertino Community Librarian Report

Clare Varesio reported as submitted.

County Librarian Report

Chris Brown reported as submitted.

Friends of the Library Report

None

Cupertino Library Foundation Report

None

Commissioner Reports

Commissioner Wang will send her notes on the Mayor's meeting to staff to distribute to the Commission.

Poet Laureate Report

None

Staff Report

None

Calendar Review

Item was not discussed.

ADJOURNMENT: The meeting adjourned at 9:25 p.m. to June 5, 2019 at 7:00 p.m.

Respectfully Submitted by,

Christine Hanel, Assistant Director of Parks and Recreation

Minutes approved at the _____ meeting.