



**DRAFT MINUTES
LIBRARY COMMISSION**
Wednesday, November 4, 2020

LIBRARY COMMISSION MEETING

CALL TO ORDER

At 7:00p.m., Chair Wo called the meeting to order via remote teleconference.

ROLL CALL

Commissioners: Amanda Wo, Liana Crabtree, Qin Pan, Rahul Vasanth, Christie Wang

City/County Staff: Joanne Magrini, Dianne Thompson, Roger Lee,

Susan Michael, Clare Varesio, Jennifer Weeks

Absent: None

CEREMONIAL MATTERS & PRESENTATIONS

APPROVAL OF MINUTES

1. Subject: Meeting of October 7, 2020.

Recommended Action: Review and approve the minutes for the October 7, 2020 Library Commission meeting.

Commissioner Pan suggested to amend Chair Wo's comments for item three to read "Chair Wo commented that she had looked into issues on the digital divide", replacing the word "researched".

Commissioner Vasanth joined the meeting at 7:07 p.m.

Commissioner Crabtree motioned to approve the minutes as amended by Vice Chair Pan.

Commissioner Wang seconded the motion. Motion passed unanimously with five votes yes.

POSTPONEMENTS

None

ORAL COMMUNICATIONS

None

WRITTEN COMMUNICATIONS

None

Old BUSINESS

2. Subject: Update on the Library Expansion Project

Recommended Action: Receive an update on the Library Expansion Project.

Director of Public Works, Roger Lee, introduced Project Manager, Susan Michael, who provided an update on the Library Expansion Project, including an updated layout of the toilet

room and storage room, interior finishes, donor opportunities, public outreach opportunities, and project schedule.

Commissioner Crabtree commented on the project fact sheet and requested that they include the date in a prominent way, so people know if they are looking at something current.

3. Subject: Update on Civic Center Parking.

Recommended Action: Receive an update on Civic Center parking.

Director of Public Works, Roger Lee, provided an update on the proposed primary book drop on Torre Avenue.

Commissioner Pan shared concern with patron vehicles blocking the drop-off zone while waiting for passengers.

Director Lee provided an update on the bike keep system at the Library.

Commissioner Crabtree expressed concern with accessibility of the bike keep system for those with lesser means if it is strictly required to use a mobile device.

Director Lee provided an update on the Eaton Elementary overspill parking.

The Commissioners thanked Director Lee for pursuing the pilot program.

NEW BUSINESS

None

STAFF AND COMMISSION REPORTS

4. Subject: Monthly Update Reports.

Recommended Action: Receive monthly update reports from:

- Cupertino Community Librarian
Clare Varesio reported as submitted.
Commissioner Crabtree inquired about the accessibility of the new self-checkout machines and gave a shout out to the Poet Laureate event.
- County Librarian Monthly Update
Jennifer Weeks reported as submitted.
Chair Wo asked about the budget, and if there's anything the Commission should be alerted to.
- Library Expansion Working Group
- Friends of the Library
- Cupertino Library Foundation

- Commissioners

Commissioner Crabtree attended the Mayor's meeting and reported as follows:
Gerhardt with the Bicycle Pedestrian Commission is offering beekeeping tours. Those interested can contact him through his city email.

The Bicycle Pedestrian Commission provided an update on class four studies for 280 and Wolfe Road, and Bubb Road.

Eric Lindskog is representing the Bicycle Pedestrian Commission at VTA meetings.

The Audit Committee are reviewing reports, looking at investment policies, and interviewing internal auditors.

The City Manager provided an update on the embezzlement hearing, the defendant is arguing that it be dismissed because the money was returned.

Teen Commission improved their website and reviewed their Pizza and Politics event.

The Planning Commission has begun the General Plan review process.

There will be a new hydrogen fueling station located within the 76 Station at highway 85 and Stevens Creek Boulevard.

The Planning Commission are working on bird safe night sky ordinances and mobile cart ordinances.

The Housing Commission reviewed the plan to end homelessness and the need for affordable housing.

The TIC Commission are working on the Smart City Initiative. The City received accolades for how prepared they were to handle COVID.

The Parks and Recreation Commission are working on the Strategic Plan and assessing amenities, as well as short-term and long-term goals.

The City is in the process of acquiring Rancho Rinconada Recreation and Park District.

The Parks and Recreation Commission are reviewing the Athletic Field Use Policy as well as the McClellan Ranch Community Garden plot assignment process.

The City recently purchased the Lawrence-Mitty property, which still needs to be annexed.

- Poet Laureate

Next event will be Saturday, November 21st featuring the past Cupertino Poet Laureates

- Staff

Joanne Magrini thanked Clare for providing a tour of the library.

Vice Chair Pan thanked Clare for her tour of the library and asked Joanne about the success of the Parks and Recreation Department's after-school programs.

ADJOURNMENT:

Chair Wo adjourned the meeting at 8:57 p.m. to the December 2, 2020 meeting at 7:00 p.m.

Respectfully Submitted by,

Whitney Zeller, Administrative Assistant

Minutes approved at the _____ meeting.