



## PARKS AND RECREATION DEPARTMENT

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### LIBRARY COMMISSION STAFF REPORT

Meeting: April 7, 2021

#### Subject

Cupertino Poet Laureate Program and 2021-23 Poet Laureate Selection Process.

#### Recommended Action

Discuss the Poet Laureate Program and the 2021-23 Poet Laureate Selection Process.

#### Discussion

The Cupertino Poet Laureate Program was established in 2010 by the Library Commission with the goal of providing residents programs, workshops, and events which introduce and reinforce poetry as an enriching cultural art form, open and accessible to all. The Cupertino Poet Laureate is an honorary, volunteer position sponsored by the City of Cupertino and seated in the Cupertino Library. The Poet Laureate is a practicing poet with professional recognition and a talent for performance. They are expected to host public events that promote the literary arts in our community and inspire creativity in all residents. Such events might include poetry contests, writing workshops, lectures, and public readings.

#### *Position Requirements*

The position must be filled by an individual 21 or over who has lived or worked in Cupertino for at least two years, is an active poet, and has been published or publicly recognized for their contributions to poetry. The position is filled through an application, interview, and selection process facilitated by the Library Commission.

#### *Selection Process*

City Council adopted Resolution 10-230 (Attachment A), on December 21, 2010 which established that the Cupertino Poet Laureate Selection Committee shall oversee the selection and administration of the Program. The staff report provided to Council (Attachment B), as well as the Poet Laureate Playbook (Attachment C) outline that the Selection Committee is established by the Library Commission and composed of two Library Commissioners (including the Chair), two Fine Arts Commissioners, one Friends of the Library representative, two Library Foundation members, and one DeAnza College English Department representative. The Selection Committee is responsible for promoting the application process through the City via social media and the City website. The application period is open for one month and applications are submitted through an online form to the Library Commission Liaison and Admin before being provided to the Selection Committee. The selection Committee reviews the applications and selects a smaller pool of applicants to be interviewed. They will conduct candidate interviews and select a candidate to recommend to the Library Commission. Once the Committee has made a

recommendation to the Library Commission, they will review the recommendation to be accepted and move it forward to City Council. City Council considers a resolution for adoption which confirms the new Cupertino Poet Laureate.

*Proposed Timeline*

April to July – Establish Selection Committee

July to September – Review application and selection process

October – Application period

November – Review applications, conduct interviews, select candidate for recommendation

December to January – Confirmation of new Poet Laureate by Commission and Council

January 2022 – Poet Laureate Celebration Event

February 2022 – New Poet Laureate term begins

Sustainability Impact

No sustainability impact.

Fiscal Impact

No fiscal impact.

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Prepared by: Whitney Zeller, Administrative Assistant

Reviewed by: Joanne Magrini, Director of Parks and Recreation

Approved for Submission by: Joanne Magrini, Director of Parks and Recreation

Attachments:

A – Resolution 10-230

B – 12.21.10 Staff Report to City Council

C – Poet Laureate Playbook