

City of Cupertino  
**Library Commission**  
Special Meeting  
June 8, 2016

**MEETING MINUTES**

**CALL TO ORDER**

At 7:11 pm Chair Liu called the meeting to order at Cupertino City Hall, 10300 Torre Avenue, Cupertino in Conference Room C Cupertino.

**ROLL CALL**

Commissioners: Jerry Liu, Annie Ho, Rose Grymes, Ann Stevenson, Gopal Kumarappan

City/County Library Staff: Christine Hanel, Rosalyn Donald, Interim Community Librarian, Nancy Howe, County Librarian

Absent: none

Guests: none

**1. APPROVAL OF MINUTES**

Regular Minutes of May 4, 2016

Commissioner Grymes motioned to approve the amended minutes of May 4, 2016 and Commissioner Stevenson seconded. Motion passed unanimously.

**ORAL COMMUNICATIONS**

None

**2. NEW BUSINESS**

A. FY 2016/17 Budget Items

Chair Liu motioned to approve allocating \$2,000 to Poet Laureate in FY 16/17 budget and Commissioner Grymes seconded. Motion passed unanimously.

Staff will forward an updated explanation to Commission before the next meeting in August.

B. Community Hall use for Library

City staff and Library staff will begin to meet to discuss Community Hall usage and how to simplify process for Library staff.

The sub-committee with commissioners Grymes and Liu will draft a letter to Council.

C. 2016 Commission Schedule

Chair Liu motioned to cancel the July 6<sup>th</sup> Library Commission meeting due to lack of business and Commissioner Grymes seconded. Motion passed unanimously. Commission noted to move meetings to the second Wednesday of the month beginning in August.

**3. OLD BUSINESS**

1- 2016 Work Plan

No updates

2- Gateway Project update

Commissioner Kumarappan presented idea on City Gateway project  
Chair Liu will send to Commission

## **2. REPORTS**

Staff Report – staff updated Commission of events calendar

Cupertino Community Librarian Report - submitted

County Librarian Report – submitted

Friends of the Library Report- no report submitted.

Cupertino Library Foundation Report-Will continue to sponsor Rotary Club Golf tournament and Poet Laureate.

Poet Laureate – Report submitted for upcoming scheduled events

Commissioner Reports – Commissioner Ho and Rosalyn Donald will visit Sustainability Commission.

Calendar Review:

California Public Library Advocates Annual Conference November 3-5, 2016

\$35/per member

Mayor's meetings schedule: June-Commissioner Stevenson; July-Commissioner Grymes; August- Commissioner Ho.

## **ADJOURNMENT**

The meeting was adjourned at 9:20 p.m.

Respectfully Submitted by,

Christine Hanel, Acting Director  
Recreation and Community Services Department

*Minutes approved at the 8/20/16 regular meeting.*