



Council Meeting: December 1, 2009

SUBJECT: Board and Commission Resignation (Information Only)

DISCUSSION

This report informs Council that Board of Library Trustees member Jim Griffith, who was appointed to the board in July 2008 and is serving a term to expire June 30, 2012, will resign from the board effective December 8, 2009. A copy of Mr. Griffith's letter of resignation has been filed with the Office of the City Clerk.

With this resignation, the Board of Library Trustees has four remaining members. The Office of the City Clerk has four applications on file for the Board of Library Trustees, and three of the applicants were interviewed by Council on August 11, 2009. Staff will contact those applicants and if still interested in an appointment, include their names in the December 1, 2009 Board and Commission Appointments Report to Council.

EXISTING POLICY

Administrative Policy, Chapter 1, General Management, Article 15, Section 2, Subdivision 8 states that when a resignation letter is received, staff shall prepare an Information Only Report to Council that indicates the resignation(s) and specifies the process staff recommends to fill the new vacancy.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall, at the Sunnyvale Senior Center, Community Center and Department of Public Safety; and by making the agenda and report available at the Sunnyvale Public Library, the Office of the City Clerk and on the City's Web site.

Reviewed by:

Robert Walker, Assistant City Manager
Prepared by: Lisa Natusch, Deputy City Clerk

Approved by:

Gary M. Luebbers
City Manager