



MINUTES

SUNNYVALE BOARD OF LIBRARY TRUSTEES FEBRUARY 4, 2008

The Board of Library Trustees met in regular session in Council Chambers, 650 West Olive Avenue at 7:04 p.m. with Jim Griffith presiding.

ROLL CALL

PRESENT: Chair Jim Griffith
Vice Chair John Lilly
Boardmember Kathy Meagher
Boardmember Ray Zhan Su
Boardmember Narendra Pathak

STAFF PRESENT: Deborah L. Barrow, Director of Libraries
Sandra Barajas, Recording Secretary

SCHEDULED PRESENTATION: None.

PUBLIC ANNOUNCEMENTS: None.

CONSENT CALENDAR:

- 1.A) Approval of Draft Minutes of 1/7/08
- 1.B) Approval of Agenda

Director Barrow requested a friendly amendment to correct "administration" under staff oral comments, bullet number 5.

Boardmember Pathak moved, and Vice Chair Lilly seconded, approval of Items 1.A and 1.B as amended. Motion carried unanimously.

CITIZENS TO BE HEARD: None.

PUBLIC HEARINGS/GENERAL BUSINESS:

2. Result of the Study Issues and Budget Issues Workshop:
Director Barrow provided an overview of the Council Study Issues and Budget Issues workshop held on Friday, January 25 and Friday, February 1. Council approved further exploration of two library budget issues: 1) Implementation of an RFID System or Automated Returns/Library Materials Handling System and 2) Elimination of the Library's Reserves Fee. Council also approved a new study issue to explore establishing a branch library in Sunnyvale in a lease building. She also provided an overview on the budget issue process. Discussion ensued regarding the Board's perspective on the library branch study issue.

Chair Griffith opened the public hearing, and there being no public testimonies, closed the public hearing.

3. Review Feedback Cards:

Director Barrow provided an overview of feedback cards from July to December 2007. Discussion ensued regarding positive comments about customer service, complaints about noise, technology issues and missing DVDs.

Chair Griffith opened the public hearing and there being no public testimonies, closed the public hearing.

NON-AGENDA ITEMS AND COMMENTS

• BOARDMEMBERS OR COMMISSIONERS ORAL COMMENTS

Chair Griffith informed the Board that he participated in Day in the District and provided an overview of his meeting with staff members of Assemblywoman Sally Lieber's office. He requested the Assemblywoman continue to support Transaction Based Reimbursement and Public Library Foundation funds.

Chair Griffith informed the Board that at their Tuesday, January 29 meeting, Council revised the Board/Commission policy regarding communication with Council so that Boardmembers/Commissioners may communicate their dissenting opinion in private, however, they were encouraged to not do so in public.

• STAFF ORAL COMMENTS

Director Barrow noted the following:

- The 2008 CALTAC Workshop will be on Saturday, March 1 from 9 a.m. to 1 p.m. at the San Mateo Public Library with key note speaker Dr. Ken Haycock. Boardmembers interested in attending the workshop should notify Library Administration.
- The Friends of the Sunnyvale Public Library will be hosting a Book Sale on Saturday, February 9 from 10 to 4 p.m. in the program room.
- The Library has launched Web Pac Pro and staff will continue to add features shortly, such as community reviews.
- Library Specialist III Sandra Lobo has transferred from Cataloging and Processing to Circulation. Sandra is a much needed addition in the Circulation Division as library use continues to grow and the workload continues to increase.
- The Library experienced a large volume of visitors the weekend of January 26 with approximately 5,600 patrons; 19,000 items checked out and 11,000 items checked in. This past weekend the Library had approximately 5,000 patrons; 16,000 items checked out and 12,000 items checked in.
- The Baby Lap Sit program is available on the Library webpage as a podcast.
- The Library is hosting a Lace Museum display in the Library lobby display case.
- The preliminary Library budget was submitted to the City Manager and staff received numerous compliments for their hard work and effort.
- Library staff released a Request for Quotations to the public for a Kids website redesign.
- Library staff compiled an organization contacts list in an effort to avoid disruption of critical processes.
- February is Silicon Valley Reads Month. The book selection for the year is *Distant Land of my Father* by author Bo Caldwell. The Library will be hosting a book discussion on Thursday, February 21 and a program with the author on Monday, February 25. Both programs will be held at 7 p.m. in the program room.
- The next Board meeting is scheduled for Monday, March 3 in Council Chambers.
- Program flyers and announcements were distributed.

INFORMATION ONLY ITEMS: None.

ADJOURNMENT: 8:43 p.m.

Respectfully submitted,

Deborah L. Barrow
Director of Libraries