



## MINUTES

### SUNNYVALE BOARD OF LIBRARY TRUSTEES APRIL 7, 2008

The Board of Library Trustees met in regular session in Council Chambers, 650 West Olive Avenue at 7:03 p.m. with Jim Griffith presiding.

#### **ROLL CALL**

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

**STAFF PRESENT:** Deborah L. Barrow, Director of Libraries  
Steve Sloan, Administrative Librarian  
Susan Denniston, Administrative Librarian  
Sandra Barajas, Recording Secretary

**SCHEDULED PRESENTATION:** None.

**PUBLIC ANNOUNCEMENTS:** None.

#### **CONSENT CALENDAR:**

- 1.A) Approval of Draft Minutes of 3/3/08
- 1.B) Approval of Agenda

**Chair Griffith requested that item 1.A be pulled from the Consent Calendar and be considered separately. Boardmember Pathak moved, and Vice Chair Lilly seconded, approval of item 1.A as presented. Motion carried 4-0 with Boardmember Meagher abstaining due to her absence at the March 3 meeting.**

**Boardmember Meagher moved, and Vice Chair Lilly seconded, approval of 1.B as presented. Motion carried unanimously.**

#### **CITIZENS TO BE HEARD:**

Nancy Newkirk from the First Five Family Ambassador Program provided the Board with an overview of the program services and goals. The next training session series begins Wednesday, April 23 through July 10 during the evening and will be offered in English and Spanish. Ms. Newkirk thanked library staff for their support in the program by offering a kiosk in the library for patrons.

**PUBLIC HEARINGS/GENERAL BUSINESS:**

2. Draft RTC: Agreement Between the City of Sunnyvale and the Friends of the Sunnyvale Public Library for FY 2008/09 – FY 2010/11:

Administrative Librarian Steve Sloan provided the Board with an overview of the RTC and noted significant provisions in the agreement. Discussion ensued regarding distribution of funds.

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

**Vice Chair Lilly moved, and Boardmember Su seconded, to recommend to Council Alternative No. 1 which approves the three-year agreement between the City and the Friends of the Sunnyvale Public Library, depicted by Attachment A, and authorizes the City Manager to enter into the agreement by June 30, 2008. Motion carried unanimously.**

3. Draft RTC: Authorization to Accept and Expend \$2,500 in Grant Funds from the American Library Association and Nextbook for a *Let's Talk About It: Jewish Literature* Reading and Discussion Series, and Budget Modification No. 44:

Administrative Librarian Susan Denniston provided the Board with a brief overview of the RTC and grant. Discussion ensued regarding publicity for the program.

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

**Boardmember Pathak moved, and Vice Chair Lilly seconded, to recommend to Council Alternative No. 1 which accepts \$2,500 in American Library Association/Nextbook grant funds for a *Let's Talk About It: Jewish Literature* reading and discussion program and approves Budget Modification No. 44. Motion carried unanimously.**

4. Status on Study and Budget Issues:

Director Barrow distributed copies of budget supplements for the 1) Elimination of the Library's Reserve Fee and 2) Cost/Benefit of Implementing an RFID/Automated Materials Handling System for Returned Library Materials. She provided an overview on the status of the two budget issues.

Director Barrow also provided an overview on the status of the branch library study issue. A community forum to discuss the study issue will be held on Thursday, May 29 at 6:30 p.m. in the Library Program Room. Sam McBane Mulford will facilitate the community meeting.

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

5. Legislative Issues Discussion:

This year's annual Library Legislative Day will be held on Wednesday, April 16 at the Sacramento Convention Center. Chair Griffith and Administrative Librarian Steve Sloan will

attend this year's legislative day. Public Library Foundation and Transaction-Based Reimbursement will be brought to the attention of State representatives.

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

6. National Library Week:

Director Barrow informed the Board that Sunday, April 13 through Saturday, April 19 is National Library Week. In celebration of National Library Week, Boardmembers will be greeting patrons as they enter the library. The week will include Local Celebrity Storytime, Personalized Bookmarks and "I Don't Want to Miss This" Library Party with the Board of Library Trustees. Boardmembers signed up for two-hour time slots during the week.

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

7. Schedule Special Meeting for May on Library Budget Proposal:

Director Barrow provided the Board with an overview of the tentative budget schedule. After brief discussion it was decided that the Board will meet at their regularly scheduled meeting of Monday, May 5 and hold a special meeting on Tuesday, May 27 at 6 p.m. to discuss the Library budget. The June meeting was canceled.

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

**Vice Chair Lilly moved, and Boardmember Meagher seconded, to hold a special Board meeting on Tuesday, May 27 at 6 p.m. and cancel the Monday, June 2 Board meeting. Motion carried unanimously.**

**NON-AGENDA ITEMS AND COMMENTS**

• BOARDMEMBERS OR COMMISSIONERS ORAL COMMENTS

Boardmember Pathak and Chair Griffith congratulated City staff for hosting a successful Volunteer and Board/Commission recognition event which was held on Tuesday, April 1.

• STAFF ORAL COMMENTS

Director Barrow noted the following:

- The Friends of the Library earned \$6,400 at the Book Sale held at Raynor Center on Saturday, March 1.
- The Library now offers the ability to print wirelessly from one's own laptop. Print jobs are sent to the printer, and then paid for with the standard vend card.
- A team of Intuit employee volunteers helped 31 people file their taxes using TurboTax at the Library on Thursday, April 3 for four hours. The service was provided free and targeted to lower income individuals. The event was very successful.
- Library staff attended the Fremont High School Career Fair in March, talking with students about the variety of employment and career opportunities in the library profession.
- The Chitra Divakaruni program was podcast in March. There were 150 attendees. The Library's podcast site was featured in a new publication called Web 2.0 for

Librarians and Information Professionals, published by Neal-Schuman Publishers in February 2008.

- The Library explored the possibility of purchasing Innovative's Encore product. Encore is Innovative's "new platform for community, content and discovery" on the Web. Encore will provide simultaneous import and display of federated-searching results, community tagging and the ability for patrons to search for information in a way that mirrors the search experience of popular Web sites like Google and Amazon.
- The Bay Area Library and Information System, Peninsula Library System and Silicon Valley Library System have launched a "Free2" campaign. It is anticipated the campaign will advertise libraries.
- The next Board meeting is scheduled for 7 p.m. on Monday, May 5 in Council Chambers.
- Program flyers and announcements were distributed.

**INFORMATION ONLY ITEMS:** None.

**ADJOURNMENT:** 8:10 p.m.

Respectfully submitted,

Deborah L. Barrow  
Director of Libraries