



MINUTES

SUNNYVALE BOARD OF LIBRARY TRUSTEES JULY 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

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 5/5/08
- 1.B) Approval of Draft Minutes of 5/27/08
- 1.C) Approval of Agenda

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

CITIZENS TO BE HEARD: None.

PUBLIC HEARINGS/GENERAL BUSINESS:

2. Election of Chair, Vice Chair and Legislative Representative:
Nominations were opened for Chair to the Board of Library Trustees. Boardmember Pathak nominated Chair Griffith who accepted the nomination.

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

Boardmember Pathak nominated Chair Griffith to serve an additional one year term as Chair. Vote 4-0.

Nominations were opened for Vice Chair to the Board of Library Trustees. Boardmember Su nominated Vice Chair Lilly who accepted the nomination.

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

Boardmember Su nominated Vice Chair Lilly to serve an additional one year term as Vice Chair. Vote 4-0.

Chair Griffith requested nominations for the Legislative Representative position. Boardmember Pathak nominated Chair Griffith who accepted the nomination.

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

Boardmember Pathak nominated Chair Griffith to serve an additional one year term as the Legislative Representative. Vote 4-0.

3. Schedule Special Meeting Regarding study Issue: Consider Options for Use of Raynor Activity Center:

Director Barrow provided a status on the Report to Council (RTC) regarding the Raynor Activity Center. The Department of Parks and Recreation has requested a joint meeting be held with Parks and Recreation Commission, Arts Commission and the Board of Library Trustees to discuss the RTC. The joint meeting will be held on Wednesday, July 16 at 7 p.m. Chair Griffith, Vice Chair Lilly and Boardmember Su indicated they are available for the meeting.

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

4. Branch Library Study Process - Update:

Director Barrow provided an update on the branch library study issue. A Council Study Session will be held on Tuesday, September 30. The draft RTC will be presented to the Board at their Monday, November 3 meeting and the final RTC will be presented to Council at their Tuesday, November 25 meeting.

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

5. Study Issues Discussion:

Director Barrow reminded the Board of the Study Issues process as an on-going process throughout the year for generating topics. Study Issues generated in 2008 will be reviewed for Calendar Year 2009. No study issues were proposed at this time.

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

6. Review of Library Policy A-55a: Public Posting of Notices of Non-City Activities at the Library and Policy A-55b: Distribution of Non-City Materials at the Library:
Director Barrow provided an overview of Policy A-55a and A-55b.

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

Vice Chair Lilly moved, and Boardmember Su seconded, approval of Library policy A-55a: Public Posting of Notices of Non-City Activities at the Library as presented. Motion carried unanimously.

Vice Chair Lilly moved, and Boardmember Pathak seconded, approval of Library policy A-55b: Distribution of Non-City Materials at the Library as presented. Motion carried unanimously.

NON-AGENDA ITEMS AND COMMENTS

- **BOARDMEMBERS OR COMMISSIONERS ORAL COMMENTS**

Boardmember Pathak shared flyers of community events he attended during the last few months. He also provided Director Barrow with a book donation from a community member for consideration of addition to the Library collection.

Boardmember Su thanked Director Barrow for the opportunity of borrowing the Library's Kindle.

Chair Griffith thanked Director Barrow for her service to the Library and City of Sunnyvale. He wished her well in her new position as the Library Director of the San Diego Public Library. Boardmembers expressed their appreciation to Director Barrow.

Boardmember Su thanked Director Barrow for her time in compiling the informational packets provided to Board at each meeting. Director Barrow will share the appreciation with Administrative Librarian Steve Sloan.

Chair Griffith provided the Board with an overview of the revised Study Issues Policy.

- **STAFF ORAL COMMENTS**

Director Barrow noted the following:

- Director Barrow has accepted a position as the Library Director of the San Diego Public Library system. Her last day as director of the Sunnyvale Public Library will be Thursday, July 17. The City Manager will appoint an Interim Library Director within the next few days.
- On Tuesday, June 10, Council adopted the FY 2008/09 budget. The Library's two budget issues were approved, the elimination of the \$0.50 holds fee and automated materials handling system.
- An LCD TV was recently purchased with financial support from the Friends of the Library. The TV was installed behind the circulation desk and it is now displaying information about library services and events. A looping slideshow is displayed on the TV to communicate library services to library members.
- The Library changed vendors of the popular Live Homework Help service recently. Now a company called Brainfuse will be delivering online homework tutoring

- assistance. Brainfuse is more aligned with school curriculum and provides more options for self-study for people of all ages. Costs of the service will be partially offset with LSTA funds.
- The Friends of the Library made close to \$6,500 at their book sale on Saturday, June 28. The next book sale will be held at the Library on Saturday, July 19.
 - Library staff participated in the Global Sunnyvale event on Saturday, June 21 at the Plaza del Sol.
 - A new collection called Bestseller Express was launched on Wednesday, July 2. Bestsellers are available on a first-come, first-served basis. Items are checked out for one week and there are no holds or renewals allowed.
 - New display furniture has been installed in the giveaway area and materials have been reorganized to be more attractive and easier to browse. Director Barrow thanked Supervising Librarian Christine Doxtad for her work on this project.
 - The next Board meeting is scheduled for 7 p.m. on Monday, August 4 in Council Chambers.
 - Program flyers and announcements were distributed.

INFORMATION ONLY ITEMS: None.

ADJOURNMENT: 7:50 p.m.

Respectfully submitted,

Deborah L. Barrow
Director of Libraries