



MINUTES

SUNNYVALE BOARD OF LIBRARY TRUSTEES DECEMBER 1, 2008

The Board of Library Trustees met in regular session in Council Chambers, 650 West Olive Avenue at 7:01 p.m. with Jim Griffith presiding.

ROLL CALL

PRESENT: Chair Jim Griffith
Vice Chair John Lilly
Boardmember Ray Zhan Su
Boardmember Narendra Pathak
Boardmember Judi Miller

STAFF PRESENT: Susan Denniston, Interim Director of Libraries
Sandra Barajas, Recording Secretary

SCHEDULED PRESENTATION: Jim Griffith, Silicon Valley Library System Advisory Board Representative provided the Board with an overview of the System Advisory Board meeting. The Silicon Valley Library System, Peninsula Library System and Bay Area Library Information System will be consolidating. Gilroy and Palo Alto passed library bond measures in the November elections. The City of Mountain View has recently assigned a police officer to be stationed at the Mountain View Public Library.

PUBLIC ANNOUNCEMENTS: None.

CONSENT CALENDAR:

- 1.A) Approval of Draft Minutes of 10/06/08
- 1.B) Approval of Draft Minutes of 11/17/08
- 1.C) Approval of Agenda

Chair Griffith requested that item 1.A be pulled from the Consent Calendar and be considered separately. Vice Chair Lilly moved, and Boardmember Pathak seconded, approval of item 1.A as presented. Motion carried 4-0 with Boardmember Miller abstaining since she was not present at the October 6 meeting.

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

CITIZENS TO BE HEARD: None.

PUBLIC HEARINGS/GENERAL BUSINESS:

2. Boardmember Orientation:

Chair Griffith welcomed newly appointed Boardmember Miller to the Board of Library Trustees. Boardmember Miller provided a brief overview of her background. Boardmembers shared their experiences and roles as representatives for the community and as advisors to the City Council on library issues.

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

3. Draft RTC: Authorization to accept and appropriate \$20,000 in grant funds from federal Library Services and Technology Act (LSTA) funds through the California State Library (CSL) for the *We've Only Just Begun: Learning and Leisure* Grant, and approval of Budget Modification No. 20:

Interim Director Denniston provided the Board with an overview of the draft RTC.

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

Boardmember Su moved, and Vice Chair Lilly seconded, to recommend to Council Alternative no. 1 to accept \$20,000 in federal Library Services and Technology Act (LSTA) *Transforming Life After Fifty* funds through the California State Library for the *We've Only Just Begun: Learning and Leisure* program, and to approve Budget Modification No. 20. Motion carried unanimously.

4. Library Policy A-38 b: Library Holiday Schedule 2009 (review):

Interim Director Denniston provided the Board with an overview of the 2009 Library holiday schedule.

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

Boardmember Miller moved, and Boardmember Pathak seconded, approval of Library Policy A-38b: Library Holiday Schedule 2009 as presented. Motion carried unanimously.

5. Customer Appreciation Day:

Interim Director Denniston informed the Board that the 2008 customer appreciation day has been canceled.

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 Interim Director Denniston that Santa Clara County Librarian Melinda Cervantes offered to participate on the interview panel for the Sunnyvale Library Director requirement.

Chair Griffith confirmed with Interim Director Denniston that the Library fines and/or fees approved for the public apply to Library employees as well.

Boardmember Su inquired on the Library hours for Tuesday, December 23, 2008. Normal hours will be observed, 10 a.m. to 9 p.m.

- **STAFF ORAL COMMENTS**

Interim Director Denniston noted the following:

- The newly appointed City Manager, Gary Luebbers will assume his post on Tuesday, December 2, 2008.
- The Blu-ray collection was launched on Monday, November 17 with approximately 100 items. The Blu-ray items are circulating well.
- The Library is no longer circulation feature VHS materials.
- The Friends have a book sale at the Library on Saturday, December 6. The Friends and Library staff are working on a space arrangement at the Library for the Friends to conduct Internet sales.
- Representative from the California State Library conducted a two day training at the Library for staff involved in the digital storytelling grant. Project stories from this training session can be viewed at <http://sunnyvalestories.blip.tv/>.
- Staff Development Day was held on Friday, November 7. Staff participated in a variety of team-building training exercises and continued the Library 2.0 training by experimenting with new technology.
- Several staff members and Boardmember Su participated in the annual California Library Association Conference in San Jose in November.
- The Request for Proposals for the Automated Materials Handling/RFID system has been issued. Staff met with potential vendors to answer questions and provide a walkthrough of the project. Proposals are due Wednesday, December 17, 2008.
- Wendy Koff has been selected as the Library's new regular part-time librarian in Children's services, replacing Beth Nord who is retiring on Thursday, December 4, 2008.
- Actors from the Oregon Shakespeare Festival will present a program at 7 p.m. on Tuesday, December 2 in the Library Program Room.
- The next Board meeting is scheduled for 7 p.m. on Monday, January 5, 2009 in the Council Chambers.
- Program flyers and announcements were distributed.

INFORMATION ONLY ITEMS: None.

ADJOURNMENT: 7:31 p.m.

Respectfully submitted,

Susan Denniston
Interim Director of Libraries