



MINUTES

SPECIAL MEETING

SUNNYVALE BOARD OF LIBRARY TRUSTEES May 21, 2012

The Board of Library Trustees met in special session in the Library Program Room, 665 W. Olive Avenue at 7:00 p.m. with Jill Shanmugasundaram presiding.

The meeting was called to order at 7:04 p.m.

ROLL CALL

Boardmembers Present: Chair Jill Shanmugasundaram
Vice Chair Ray Su
Boardmember Judi Miller
Boardmember Narendra Pathak

Boardmembers Absent: Boardmember Tom Flaherty

Boardmember Miller moved, and Boardmember Pathak seconded, to excuse Boardmember Flaherty's absence from the May meeting. Motion carried unanimously.

Council Liaison: Jim Griffith (present)

Staff Present: Lisa G. Rosenblum, Director of Library and Community Services

PRESENTATION: Councilmember Griffith presented Boardmember Miller and Chair Shanmugasundaram with certificates of appreciation for their services while on the Board. Boardmembers expressed their appreciation to Chair Shanmugasundaram and Boardmember Miller for all their work while serving on the Board.

PUBLIC ANNOUNCEMENTS: None.

CONSENT CALENDAR

1. Approval of Draft Minutes of 04/02/12

Boardmember Pathak moved, and Boardmember Miller seconded, approval of the consent calendar as presented. Motion carried 3-1 with Vice Chair Su abstaining due to his absence from the April meeting.

PUBLIC COMMENTS: None.

PUBLIC HEARINGS/GENERAL BUSINESS

2. Update on New Main Library:

Director Rosenblum welcomed Kent Steffens, Director of Public Works to the meeting. Director Steffens informed the Board that Civic Center and the Community Center campus have been identified as potential sites for a new main library. Director Steffens provided the Board with an overview of each site and answered questions. Director Rosenblum reminded the Board that staff will be presenting the two sites to Council at the July 31 Joint Study Session. Boardmembers expressed their support for the proposed plans especially for the possibilities at the Community Center site.

3. Comparative Collection and Square Footage Data:

Director Rosenblum provided the Board with an overview of materials per capita statistics for Santa Clara County libraries. In FY 2009/10, Sunnyvale Public Library ranked last in materials expenditures per capita, materials per child, print materials per capita and total materials available per capita in comparison to Los Gatos, Palo Alto, Mountain View, Santa Clara, and Santa Clara County libraries. Sunnyvale came in below the Statewide Mean in both print materials per capita and total materials per capita.

4. Budget Review:

Director Rosenblum provided the Board with an overview of the FY 2012/13 Library recommended budget and Fee Schedule. The recommendation includes an increase in the Library Materials Acquisition budget and additional hours on Thursday evenings. The Library will extend Thursday evening hours to 9 p.m. with basic services being offered between 6 p.m. and 9 p.m. Reference assistance and programs/events will not be available during these hours. The increase in hours will provide 66 hours of access to the Library per week. The recommendation in the Fee Schedule includes an overdue fine for DVDs of thirty cents per day instead of one dollar per day. Boardmembers inquired about DVD loan limits, proposed DVD overdue fine and staffing levels. Director Rosenblum indicated that there is a 10 DVD loan limit per customer, that the thirty cent fine would bring Sunnyvale Library in line with neighboring libraries and she also said that the reason libraries charge more for particular items is if the item is rare or in high demand. This is no longer the case for DVDs. There will be no change in staffing levels.

Boardmember Pathak moved, and Boardmember Miller seconded, to recommend to Council approval of the FY 2012/2013 Library budget as presented.

Boardmember Miller stated that the budget reflects a high level of acknowledgement and consideration of the budget cuts that the Library has previously put forth. Boardmembers expressed their appreciation for the increase in the acquisitions budget and additional hours on Thursday evenings.

Motion carried unanimously.

5. National Library Week Feedback:

Boardmembers shared their comments regarding the event and shared comments they received. Director Rosenblum thanked Boardmembers and the Friends for their participation in National Library Week.

6. Update on Public Library Foundation Fund Grant:

Director Rosenblum mentioned that in the past the Board has reviewed Public Library Foundation Funds (PLF) RTCs. She indicated that the State budget eliminated PLF funds this year and next year, therefore, the Board will not be reviewing PLF RTCs. Boardmembers inquired about the impact to Sunnyvale Library. Director Rosenblum indicated that the Library has received approximately \$45,000 each year for the last three years from PLF funds.

NON-AGENDA ITEMS AND COMMENTS

• **BOARDMEMBERS ORAL COMMENTS**

Boardmember Miller thanked her fellow Boardmembers for all their support during her term on the Board. She also indicated she looks forward to a new library.

• **STAFF ORAL COMMENTS**

Director Rosenblum noted the following:

- The Satterberg Foundation approved, on 5/15/12, a grant for the Library to purchase eReaders featuring eBooks which will circulate to Library card holders.
- The Adult Services librarians have started offering a Book a Librarian service. They are taking one-on-one appointments to provide customers with extra help. So far they have used Book a Librarian sessions to: update privacy settings on Facebook; give instructions on downloading eBooks; find Consumer Reports online; and assist with other requests.
- With a grant from the Library Services and Technology Act (LSTA), through the California State Library, the Library purchased a Microsoft Surface, which is now available to the public in the Teen Area. The Microsoft Surface platform is a 40 inch table-sized computer that responds to touch, supporting more than 50 simultaneous inputs with a 360-degree interface. We have installed an education pack which allows students to spell, practice math concepts, design circuits, and build molecules. Additionally, the Surface allows customers to collaborate and share documents, photos, and presentations. Families, children and teens have been using the Surface, easily figuring out how to use it on their own.
- To listen to Jeanne Wakatsuki Houston, author of Farewell to Manzanar, close to 300 people crowded into the program room on the evening of 4/18/12, sat in every chair, stood in all available spaces, and sat on tarps on the grass in the backyard. Jeanne Houston spoke of the order to send West coast Japanese residents to internment camps throughout the United States during World War II and her experiences as a child, with her family, at Manzanar internment camp. Jeanne Houston also talked of writing her book and the overwhelming response since it was published in 1973. This was the first in the California Reads program series – Learning from the Past: the Japanese American Experience which was sponsored by the Cal Humanities Council, the California Center for the Book and the California State Library.
- On 4/22/12, 115 people attended a presentation in Mandarin Chinese, on healthy eating and nutritional tips, given by Greta Cheng, a registered dietician from San Francisco General Hospital. More than 60 people, 100% of those who completed evaluations, judged the program excellent.
- The Library and Columbia Neighborhood Center collaborated on a bilingual Day of the Book/Day of the Child featuring musician Juan Sánchez on 4/26/12. The joint Library/CNC program attracted 96 people who sang and danced to the music.

- On 4/26/12, Library volunteers were honored with a Volunteer Tea to thank them for the many hours that they contributed over the past year to enhance Library services for our customers.
- Through the end of March, the Library circulated 2,021,540 items. This is 119,321 more items than last year during the same period. At this rate it is very likely we will circulate 2.6 million items this year.
- During April, 96% of the circulated items were checked out from self-check machines, an all-time record!
- On 5/14/12, Dr. Michael Omi, professor of Asian American and Ethnic Studies at UC Berkeley spoke to an audience of over 100 people on the background of racial prejudice leading to the incarceration of Japanese Americans in internment camps during WWII. This program was the second in the California Reads series. The next program is a book discussion on Farewell to Manzanar by Jeanne Wakatsuki Houston on May 23 at 7 p.m.
- Readers can register for the Library's summer reading programs at www.sunnyvalereads.org from June 1 through 15. Children, teens and adults who register and read a specific number of books will receive prizes in addition to reading pleasure.
- The next Board meeting is scheduled for Monday, July 2 at 7 p.m. in the Library Program Room.
- News articles were distributed.

INFORMATION ONLY ITEMS: None.

ADJOURNMENT

The meeting adjourned at 8:14 p.m.

Respectfully submitted,

Lisa G. Rosenblum
Director of Library and Community Services