

MEETING MINUTES

CITY OF MILPITAS
LIBRARY ADVISORY COMMISSION
Milpitas Public Library, Conference Room, 160 N. Main St.

November 21, 2016

- I. Call to Order and Roll Call** Chair Pham called the meeting to order at 7:00 PM
Commissioners Present: Chou, Estioko, Mateo, McDonald (alternate), Pham, Phan, Wang
Absent: Aoalin, Cailles
Library Staff Present: Stephen Fitzgerald, Nancy Howe
City Staff: Vice Mayor Montano, Tim Wong
- II. Seating of Alternates** Alternates seated: McDonald
- III. Pledge of Allegiance** Commissioner Phan led the Pledge of Allegiance
- IV. Approval of Minutes** **Motion** to approve the minutes of September 19, 2016 as submitted.
M/S: Chou/Mateo
Ayes: 7
Noes: 0
- V. Announcements Correspondence** Commissioner Estioko attended the Make a Difference Day event and wore a commission jacket. He also mentioned that he was appointed to serve as a member of the Citizen's Task Force for Water Rates.
- VI. Public Forum** No speakers
- VII. Adoption of Agenda** **Motion** to approve agenda for November 21, 2016 as submitted.
M/S: Wang/Phan
Ayes: 7
Noes: 0
- VIII. Business Items**
- Essay Contest Subcommittee**
The next essay writing contest is tentatively scheduled for April or May and the commission wished to form a subcommittee to prepare for the event. The subcommittee members are Commissioners Mateo, Phan and McDonald.
 - LAC Council Presentation Debrief**

Chair Pham reported that the LAC presentation went well. The Council was very receptive of the LAC's presentation and were appreciative of the LAC's efforts.

3. Discussion for 2016 LAC Budget

The City Council has increased the commission's budget to \$1000 and the commission discussed potential 2017 budget expenditures, which included balloons for events, hats, a field trip, and CPLA membership fees. They requested that staff return with some potential items.

X. Other Business

1. Friends of the Milpitas Library Report

Commissioner McDonald said there are book sales scheduled for December 10 and January 27-29 and would appreciate any help.

2. County Librarian Report

The Assistant County Librarian presented the results of their patron survey.

3. Community Librarian Report

Mr. Fitzgerald reviewed his monthly report.

4. Donations to the Milpitas Public Library

None

5. City Council Report

Vice Mayor Montano was very happy to have served with the LAC and she gave her compliments to the work and service of the LAC.

6. City Staff Report

No discussion

7. Budget

The budget was discussed in Business Item 3.

8. Future Agenda Items

XI. Adjournment

The meeting was adjourned at 8:15 PM to the next scheduled meeting on January 9, 2017.