

**APPROVED MINUTES**

CITY OF MILPITAS  
LIBRARY ADVISORY COMMISSION  
MILPITAS PUBLIC LIBRARY, CONFERENCE ROOM, 160 N. MAIN ST.

**October 13, 2010  
Special Meeting**

- I. Call to Order and Roll Call**      Chair Estioko called the meeting to order at 6:05 p.m.  
Commissioners Present: Aoalin, Estioko, Hay, Montano, Phan, Stephens, and Wang  
Absent: Chou and Pham  
County Staff Present: Linda Arbaugh
- II. Seating of Alternates**      Alternates seated: Ha Phan
- III. Pledge of Allegiance**      Chair Estioko led the Pledge of Allegiance.
- IV. Adoption of Agenda**      **Motion** to approve agenda as submitted.  
M/S: Hay, Aoalin      Ayes: 7
- V. New Business**

**1. Essay Writing Contest**

The Milpitas Library Advisory Commission (LAC), in partnership with the Milpitas Community Library, is conducting an essay writing contest for students on the theme “Create Your Own Story at Your Library” to commemorate National Library Week on April 10, 2011 – April 16, 2011.

The essay writing contest is part of a series of activities celebrating the importance of the library, acknowledging the contributions of the nation’s libraries and librarians, and promoting library use and support.

The essay contest will give students the chance to amplify their personal stories or involvement in the use of the library in their quest for higher education.

By entering this contest, students will improve their knowledge on the library as an important resource, while at the same time winning substantial cash and other prizes.

A discussion was made to have three (3) categories, which are: a) Elementary School (4<sup>th</sup> to 6<sup>th</sup> Grades); b) Middle School (7<sup>th</sup> and 8<sup>th</sup> Grades); and c) High School (9<sup>th</sup> to 12<sup>th</sup> Grades).

**Motion** to have three (3) categories.

M/S: Hay, Montano

Ayes: 7

The rules of the essay contest are as follows:

- a) The theme of the contest is “Create Your Own Story at Your Library”.
- b) The contest is open to all students enrolled in the 9 schools under the Milpitas Unified School District and private schools in the City of Milpitas.
- c) The essay must be original in English, not previously published in print or online (professional media). It was noted that the length of every essay per category to be determined at another meeting. Each entry submitted must be the students’ own work. By submitting an entry, applicants must certify that their essays are original and their work as specified in the entry form. Entry form to be devised. All present were asked to submit a draft of the form to be approved at the next meeting.
- d) Entries must be submitted in electronic format, double-spaced, with an entry form containing the author’s name, full mailing address, email address, telephone number, place of residence, and school presently attending. The entry form must be stapled to the entry.
- e) Only one submission per person will be submitted to the Accounts Desk in the Lobby of the Milpitas Public Library located at 160 No. Main Street, Milpitas, CA 95035.
- f) The deadline of submission will be on (to be determined). No entries will be accepted post-deadline.
- g) All entries will be considered property of the Library Advisory Commission/Milpitas Public Library. All entries are final. No revisions are accepted.
- h) Articles may be submitted in person or by mail to the Accounts Desk, Milpitas Public Library located at 160 No. Main Street, Milpitas, CA 95035.
- i) Winners will be individually notified of the results by mail.
- j) Awarding of prizes will be on (place and time to be determined). Certificates to be awarded to major winners and Thank You letters to all participants.
- k) Any dispute arising from this contest will be determined according to the laws of the State of California, without reference to conflict of law principles, and the entrant’s consent to the personal jurisdiction of the state and federal courts located in Santa Clara County and agree that such courts have exclusive jurisdiction over all such disputes.

Entries will be judged anonymously by a panel of judges selected and approved by the LAC. Entries will be judged according to the following criteria:

- a) Substance and Originality – Sample rubrics to be submitted by Carmen Montano; sample judging rules previously used by Lions to be submitted by Ha Phan; and sample mechanics being used in university classes to be submitted by Elpidio Estioko. All criteria submissions to be put together to form criteria for judging the essay contest.
- b) Format

The decisions of the judges are entirely their own and are final. At the discretion of the judges, all well-written essays may be published at a medium they choose.

Community Librarian Linda Arbaugh suggested having three (3) prize categories. First (1<sup>st</sup>) prize winner would receive \$400.00 for each category; second (2<sup>nd</sup>) prize winner would receive \$250.00 for each category; and third (3<sup>rd</sup>) prize winner would receive \$150.00 for each category. The balance of the money will be used for food and for the participant of the awards party.

There will be a Publication/Marketing Committee which will include Linda Arbaugh and Toby Librande. The committee will be in charge of making the flyers, posters, placing it in school newspapers/newsletters, etc. Other committees will also be formed.

## **VI. Adjournment**

There being no further business, Chair Estioko adjourned the meeting at 7:15 p.m. to the next regularly scheduled meeting on November 15, 2010 at 7:00 p.m. at the Milpitas Library Conference Room.