

**APPROVED MINUTES**

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

**March 19, 2012**

- I. Call to Order and Roll Call** Chair Estioko called the meeting to order at 7:00 p.m.  
Commissioners Present: Aoalin, Chou, Estioko, Hay, Montano (7:05 p.m.),  
Pham, and Wang (7:50 p.m.)  
Absent: Phan, and Stephens  
City Council Liaison Present: Mayor Esteves  
County Staff Present: Linda Arbaugh and Derek Wolfgram  
City Staff Present: Sheldon Ah Sing
- II. Seating of Alternates** Alternates seated: Marie Pham
- III. Pledge of Allegiance** Chair Estioko led the Pledge of Allegiance.
- IV. Approval of Minutes** **Motion** to approve the minutes of January 9, 2012.  
M/S: Aoalin, Chou  
Ayes: 7
- V. Announcements and Correspondence** Chair Estioko announced the Friends of the Library Volunteer Appreciation Luncheon on Sunday, March 25, 2012 at 12:30 p.m. Chair Estioko also announced the Commissioners Recognition event on April 17, 2012 at the City Council Chambers.
- VI. Public Forum** **Crystal, Milpitas Resident**, is concerned about after hours lighting to save money.
- VII. Adoption of Agenda** **Motion** to approve agenda as submitted.  
M/S: Montano, Aoalin  
Ayes: 7
- VIII. Unfinished Business**
- 1. Education Subcommittee Report (2012 Library Week Essay Writing Contest)**  
The subcommittee met in January to discuss the Essay Writing Contest. The budget was approved for \$2,500. It was agreed to postpone the Essay Writing Contest to a later date.

It was suggested to have the Essay Writing Contest on October 20, 2012.

**Motion** to open the Essay Writing Contest to students Grades 4 – 12 regardless if they are Milpitas residents or not.

M/S: Chou, Hay

AYES: 3

NOES: 4

Motion failed.

**Motion** to open the Essay Writing Contest to students Grades 4 – 12 residing in Milpitas.

M/S: Montano, Pham

AYES: 7

There was further discussion on the timeline and logistics of the Essay Writing Contest.

**Motion** to approve action plan as amended.

M/S: Chou, Montano

AYES: 7

**2. Grants Subcommittee Report**

There were no updates to report.

**IX. New Business**

There was no new business to discuss.

**X. Other Business**

**1. Friends of the Milpitas Library Report**

The Friends of the Milpitas Library will be hosting a Library Volunteer Appreciation luncheon on Sunday, March 25, 2012 at 12:30 p.m.

**2. County Librarian Report**

As of December 31, 2011, 4,298 non-resident library cards have been sold and 6,087 free student limited cards have been issued.

New services, collections, and policies include:

- AWE Early Literacy Stations have been purchased for every library.
- Playaway Views have been added to children's collections.
- The new Smart Investing at the library portal has been launched on the Library website at <http://www.sccl.org/investing>
- OneClickDigital, a new e-audiobook service, is now available on the library's website.
- Beginning February 1, 2012, library patrons may place holds on all feature film DVDs.

At the JPA Board meeting on January 26, 2012, the Board approved the following

actions:

- Requesting the Santa Clara County/Cities Managers' Association to review the JPA Funding Formula.
- Annually issuing free library cards to library volunteers who do not live in the library district and who have contributed 60 or more hours of volunteer service in the prior fiscal year.
- Wireless network access is now free at all Santa Clara County Library District locations, regardless of cardholder status. Non-cardholders may now purchase a \$4.00 guest pass to use the Library's computers for a two hour session.

The grand opening of the new 53,000 square foot Gilroy Library will be held on April 28, 2012. More details will be forthcoming soon. The temporary library in Gilroy will close at the end of business on March 17, 2012 to prepare for the move.

Beginning on April 1, 2012 the Milpitas Library will reduce service hours from 66 hours per week to 54 hours per week, while maintaining seven day service, as a result of a decision by the Milpitas City Council to stop funding additional service hours. Four staff positions will be eliminated, but opportunities exist for all four employees to be placed into vacancies at other libraries in the district.

Beginning on April 30, 2012, the Campbell Library will expand service hours from 47 hours per week (on 5 days) to 51 hours per week (on 6 days). Campbell Library will now be open Mondays for the first time since 2004. While no additional funding was available, the library's workload has been significantly reduced by the non-District resident fee, allowing library staff to work more efficient "single shift days" to expand their availability.

The Library is pleased to welcome Megan Wong, formerly of the Sacramento Public Library, into the newly created position of Virtual Library Manager to head up the Library's digital initiatives and services.

All Santa Clara County Library District locations will be closed on May 11, 2012 for our biennial staff development day. In addition, there are several upcoming temporary closures for renovation projects:

- April 9, 2012 – April 11, 2012 (Cupertino)
- May 7, 2012 – May 13, 2012 (Saratoga)
- May 23, 2012 – May 31, 2012 (Los Altos)

Silicon Valley Reads events continue through April. See the Silicon Valley Reads 2012 booklet or [www.siliconvalleyreads.org](http://www.siliconvalleyreads.org) for information on over 100 programs to be offered this year.

The Santa Clara County Library District Joint Powers Authority Boards will hold a special meeting on March 15, 2012 at 1:30 p.m. at the Library Administration Offices, 14600 Winchester Blvd, Los Gatos to discuss the remodeling costs of the new library administration building. The next regular meeting of the JPA Board will be April 26, 2012 at 1:30 p.m. JPA agenda and minutes will be posted on the Library website the Friday before each meeting at [www.sccl.org](http://www.sccl.org).

### **3. Community Librarian Report**

**Changes:** As of April 1, 2012 the library hours will be reduced by 12 hours a week, however, we will still be open every day of the week. We are able to do this by being open for one shift of staff each day. We will be open the following hours:

- Monday – Wednesday: 1:00 p.m. – 9:00 p.m.
- Thursday – Saturday: 10 a.m. – 6:00 p.m.
- Sunday: 12 noon – 6:00 p.m.

We are losing four part-time staff members; one part-time children’s librarian, one part-time adult librarian, one part-time senior library clerk, and one part-time library clerk. Fortunately, there are openings at other libraries and these people will all still have jobs.

**Special Programming:** As of April 1, 2012 with the reduction in our hours, the auditorium will be available three evenings a week instead of four. There is a great deal of demand for this space, especially on weekends. In an effort to make it available to as many community groups as possible we will be analyzing use of the auditorium.

The VITA team continues to provide free assistance for people who need to prepare their tax returns. Priority is given to seniors, the disabled, low income and those for whom English is their second language. We had a very successful Silicon Valley Reads event. Willow Wilson, author of *The Butterfly Mosque*, which is one of the two selected books, was here on February 29, 2012 and spoke about her book. Earlier in February we had a film festival which featured three movies which deal with American and Muslim cultures.

**Exhibits and Displays:** We presently have in the Reading Court an exhibit of photos which were produced as part of a project to mark the 15<sup>th</sup> anniversary of the collaboration of Milpitas with its sister city in Japan, Tsukuba. Photos of both cities are shown. In February, in honor of Black History Month, we had an exhibit portraying the life of Paul Robeson. In May the Milpitas Camera Club will have an exhibit in the Reading Court.

**Special Events:** I hope you all will be able to attend the volunteer appreciation luncheon on Sunday, March 25, 2012. This is our attempt to say “Thank you!” for all the support and time you give to the library.

The library received a donation of \$5,000 today from the Hufton Family Trust. At the May LAC meeting there will be an item on the agenda asking the Commission to accept this gift.

**Holidays:** The library will be closed on Friday, March 30, 2012 in honor of Cesar Chavez’ birthday. The library will also be closed on Sunday, April 8, 2012 for Easter.

#### 4. **City Council Report**

There was discussion on the budget. The mobile park rental review board will be discussed at the next City Council meeting. Other items from the last City Council meeting were reported.

#### 5. **City Staff Report**

Staff announced the Commissioners Recognition event on April 17, 2012 at the City Council Chambers.

#### 6. **Future Agenda Items**

Education Subcommittee Report  
 Grants Subcommittee Report  
 Essay Writing Contest

### **XI. Adjournment**

There being no further business, Chair Estioko adjourned the meeting at 8:50 p.m. to the next

regularly scheduled meeting on May 21, 2012 at 7:00 p.m. at the Milpitas Library Conference Room.