UNAPPROVED MINUTES

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

November 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, Mateo, Montano, Stephens, Phan and Wang (arrived at 7:04 p.m.) Absent: Pham City Council Liaison Present: None County Staff Present: Linda Arbaugh and Nancy Howe City Staff Present: Sheldon Ah Sing
II.	**Seating of Alternates**	Alternates seated: Hellie Mateo
III.	**Pledge of Allegiance**	Chair Estioko led the Pledge of Allegiance.
IV.	**Approval of Minutes**	**Motion** to approve the minutes of September 4, 2012 with corrections. M/S: Wang/Montano Ayes: 7
V.	**Announcements and Correspondence**	Commissioner Aoalin thanked everyone for the card and best wishes. Chair Estioko congratulated Carmen Montano on her election to City Council and Nancy Howe on her appointment to County Librarian. Vice Chair Montano thanked fellow commissioners.
VI.	**Public Forum**	None
VII.	**Adoption of Agenda**	**Motion** to approve agenda as submitted. M/S: Chou/Aoalin Ayes: 7

VIII. Unfinished Business

1. **Follow up on 2012 Essay Contest**

   The essay contest was very successful and most participated essay contest. The prizes were very attractive.

Commissioner Chou discussed participation statistics and passed around a spreadsheet. There were some conflicts for children that were scheduled to take the PSAT. Commissioner Chou also mentioned the idea of the print-on-demand book for 9-12 grade applicants to help with their college applications.

Vice Chair Montano suggested that a pre-registration feature be added to help ease the day of the event coordination. She also suggested a participation limit and those participants should receive a pen for achievement.

Commissioner Stephens suggested having more judges.

Commissioner Aoalin mentioned that the refreshments were good and that the fruits were favored over vegetables.

IX. New Business

1. Development of Commission Work Plan for 2013

Staff distributed a sample commission work plan from the City's Bicycle and Pedestrian Advisory Commission. Staff suggested that having a work plan may help keep the commission focused. Any work plan adopted by the commission will need to be adopted by the City Council.

Chair Estioko suggested that commissioners come prepared with ideas at the next meeting in January.

2. Donation to the Milpitas Public Library

None.

X. Other Business

1. Friends of the Milpitas Library Report

Commissioner Stephens reported that there was a panel of authors in July as part of the summer reading program. All were authors of historical fiction.

2. County Librarian Report

County Librarian Nancy Howe summarized her report. The County Library Joint Powers Authority met on October 25 and decided to keep the same method for distributing annual revenue to community libraries. They also approved service contracts with Gene Bregman and Associates to conduct polling and Lew Edwards Group to assist with public awareness in preparation for a possible election to renew the Community Facilities District special tax that will expire in June 2015. This tax currently accounts for 17% of library revenue annually. They elected Gilbert Wong (Cupertino) as Chair and Jason Baker (Campbell) as Vice-Chair for 2013. They recognized and thanked departing JPA members Santa Clara County Supervisor Liz Kniss, Councilman Jean Mordo, and Councilwoman and JPA Chair, Lana Malloy, for their years of service.

Payment Stations

We have installed Payment Stations in each library. The self-service stations allow patrons to pay fines and fees in cash and by credit card. They also can purchase a two-

hour computer guest pass for $4.00.

"Read With Me" Kits

We have added Family Reading Kits to our collections. These "Read With Me" kits are designed to encourage children and their caregivers to read together and to promote early literacy. The kits, housed in clear bags, contain a fun and engaging assortment of books, a CD or DVD, a puppet, and activity suggestions. Each kit is created around a single theme, such as Colors, Dinosaurs, or Bedtime, and is available for check out for three weeks. Some of the kits are geared towards babies and toddlers and others are designed to be used with preschoolers.

California Reads: Children's Art Contest

Children in grades kindergarten through 8 were invited to submit original art to the Santa Clara County Library District's *We Are America* contest, in support of "Searching for Democracy," a California Reads program in partnership with with CalHumanities. The contest had three categories for children in grades K-2, 3-5, and 6-8. Winning art works were chosen by a panel of local judges. Winners will receive art supplies, and art work will be featured on the Library's web site and in displays in the Library.

California Reads: Teen Photography Contest

Teens grades 6-12 were invited to participate in the Library District's digital photography contest, "Democracy Is," in support of California Reads: Searching for Democracy.

Winners were chosen by online votes. The winners receive a gift card, and the winning photos are featured on the library home page.

Tablet Tales

Tablet Tales is a new musical, interactive family storytime that makes use of digital apps, eBooks, props and musical instruments along with picture books. New and traditional storytelling techniques are used to deliver a program which supports the development of early literacy skills. This was recently presented at the Cupertino Library with 56 children and 47 adults in attendance. This program was also presented at the Campbell and Los Altos Library and will be offered in a series at the Morgan Hill Library.

New bookmobile.

3. **Community Librarian Report**

Staff news: We have four vacancies for the position of half-time coded page, but should be able to fill them within the next 6 weeks or so. The county has conducted the recruitment and received over 600 applicants. The personnel office is reviewing those applications to determine who will be eligible for the position. Once they have done that they will be able to go ahead and schedule the test. Also, our children's librarian Diana Lara, who was on loan to the Gilroy Library for almost a year, is back. While we are happy she had that experience, we are delighted to have her back.

I am very pleased to announce that one of our staff, Elaine Vaughan, was recently selected as Employee of the Month for Santa Clara County. Three times each year the county library is authorized to pick an employee for this honor. Each library nominates someone and there is a small committee which makes the final determination. A few years ago our teen librarian, Don Phillips, received the same honor.

Outreach: Last month we decided to reach out to the community and help get people registered to vote, as well as encouraging everyone to get library cards. We visited the Pioneer Mobile Home Park on October 1 – a visit that coincided with the time that all of

the residents were paying their monthly rent. Later in the month we visited the Milpitas Senior Center. At both, we were very well received and everyone was happy to hear about the library, but most already had library cards.

Programming: In addition to our regularly scheduled slate of programs, we also had some special events. On November 4 Peter Fletcher presented a concert of classical guitar music. He has been here a number of times now and always does a wonderful job. About 80 people attended that concert. Last weekend we hosted a game day. We are trying different types of programs in an attempt to appeal to the non-users in our community.

Library website: There are now a lot of blogs on the library's website. The subjects include library programs, materials and services. I encourage you all to take a look at the creative and fun blogging that is now an integral part of our webpage. Just today I posted one about the writing contest. All of the winning essays are included.

Library closed days: We will be closed this Thursday and Friday for Thanksgiving. We will close at 5 pm on Monday, December 24, and be closed all day on the 25th for Christmas. We will follow the same pattern for New Year's, closing at 5 pm on December 31 and all day on Tuesday, January 1.

11 City Council Report

None.

5. City Staff Report

Staff mentioned the City's Tree Lighting Ceremony to be held on December 1at 7:00 p.m. at the Civic Center.

Staff also reminded the commission that the election of officers will occur at the next meeting in January.

Staff answered questions regarding the vacant property to the north of the library and how the dissolution of the Redevelopment Agency has hindered progress on the park.

6. Future Agenda Items

None.

XI. Adjournment

There being no further business, Chair Estioko adjourned the meeting at 8:07 p.m. to the next regularly scheduled meeting on January 14, 2013 at 7:00 p.m. at the Milpitas Library Conference Room.

santa clara county library district

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Library Commission Report
Nancy Howe, County Librarian
Santa Clara County Library District
January 2013

Carol Frost, new Deputy County Librarian, joins staff

Please join me in welcoming Carol Frost to our staff as Deputy County Librarian, Information Technology and Collection. Carol has worked at the San Jose Public Library as a Division Manager and Senior Librarian where she was responsible for technical services, information technology, web and digital services, and co-management of the King Library units with San Jose State University. In addition, Carol had oversight for multiple branches, adult literacy, youth services, early literacy, and circulation services. Prior to joining the San Jose Public Library, Carol was the Technology Program Manager and Computer Operations Coordinator for the Peninsula Library System and Technical Services and Support Librarian at San Bruno Public Library.

Friends and Commissioners Forum

All commissioners are invited to the 10th Annual Friends and Commissioners Forum, to be held Saturday, February 9th, 8:45 – Noon. The keynote speaker will be Deborah Doyle, President of the California Public Library Advocates (formerly CALTAC), past chair of the Friends and Foundation of the San Francisco Public Library, and President-elect of the California Library Association. Deborah is a well-known passionate and eloquent advocate for public libraries. In addition, there will be the premiere of a Santa Clara County Library District video that can be used by commissioners and staff when making presentations about the Library in the community. Small group discussion options include new digital resources, library funding, tips on telling the library story in the community, and a visit from one of the Silicon Valley Reads authors. Invitations will be mailed and emailed to you.

Silicon Valley Reads

Silicon Valley Reads 2013, "Invisible Wounds of War" kicks off on January 30th at 7:30 p.m. at the Campbell Heritage Theatre and will include over 100 free events January through April throughout Santa Clara County. All of our libraries have copies of the selected books and we encourage you to come to several of the events.

Joint Powers Authority Board (JPA) Upcoming Meeting

The JPA will meet on Thursday, January 24th, at 1:30 at Library headquarters. The Finance Committee will not meet this month.