

MEETING MINUTES

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

7:00 PM – May 16, 2016

- I. Call to Order and Roll Call** Chair Pham called the meeting to order at 7:00 PM
Commissioners Present: Aolin, Cailles (alternate), Chou, Estioko, McDonald (alternate), Pham, Phan, Wang
Absent: Mateo
Library Staff Present: Stephen Fitzgerald, Chris Brown
City Staff: Vice Mayor Montano, Tim Wong
- II. Seating of Alternates** Alternates seated: McDonald
- III. Pledge of Allegiance** Chair Pham led the Pledge of Allegiance
- IV. Approval of Minutes** **Motion** to approve the minutes of March 21, 2016 as submitted.
M/S: Estioko/Aolin
Ayes: 7
Noes: 0
- V. Announcements Correspondence** No announcements
- VI. Public Forum** No speakers
- VII. Adoption of Agenda** Move New Business Item IX-1 to be heard first.
Motion to approve agenda for May 16, 2016 as amended.
M/S: Estioko/Aolin
Ayes: 7
Noes: 0
- VIII. Unfinished Business**
- 1. August 2, 2016 Council Presentation**
- Various Commissions are presenting their work plans to the Council and the LAC is scheduled to make their presentation on August 2. The presentation will include 2016 accomplishments and a review of the 2017 work plan.
- Stephen Fitzgerald requested that the JPA Library Fair item be changed to Month of the Child and moved to April, and noted that the date for Library Conference varies.

Mr. Wong will coordinate with Chair Pham to prepare the presentation and the accomplishments will include the Essay Contest and the Friends book sales.

2. LAC Budget Discussion

At the last meeting, the LAC voted to spend some funds on memberships but there is approximately \$750 remaining in the budget that needs to be expended by June 30, 2016.

The commissioners believe it is good to be identified at events and agreed to order jackets for the commissioners.

Motion to approve remaining balance on an order of jackets.

M/S: Estioko/Phan

Ayes: 7

Noes: 0

3. Proclamation for Margie Stephens

Commissioner Estioko is finalizing the proclamation and when it is complete he will send it to Tim Wong to forward to the Mayor.

IX. New Business

1. Make a Difference Day Presentation

Thelma Batilo of the Community Advisory Commission discussed the Make a Difference Day event scheduled for the 4th Saturday of October. She requested that the LAC participate and host a table at the event.

X. Other Business

1. Friends of the Milpitas Library Report

Commissioner McDonald said they had a mini book sale on The Day of the Child that brought in \$1,095. The next big sale is June 3-5, and volunteers are appreciated on Wednesday, June 1 to help prepare for the sale and also on Sunday evening and Monday morning, June 5 and 6.

2. County Librarian Report

Chris Brown reviewed Nancy Howe's monthly report.

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 said the City's budget looks good and the City Council will soon discuss the Finance Campaign Committee and the County's \$15 wage study.

6. City Staff Report

Mr. Wong said the April 30th Commissioner Appreciation event was nice, and noted that it is Affordable Housing Week.

7. Budget

No discussion

8. Future Agenda Items

Mr. Fitzgerald suggested adding Essay Contest to the next meeting agenda, and Chair Pham requested that Make a Difference Day be added to the next agenda in order to discuss table logistics, ideas and volunteers.

XI. Adjournment

The meeting was adjourned at 8:05 PM to the next meeting scheduled on September 19, 2016.