



City of Santa Clara

Meeting Minutes

Board of Library Trustees

08/07/2023

6:00 PM

Hybrid Meeting, Edinger Room
Central Park Library,
2635 Homestead Rd, Santa Clara, CA 95051
/Virtual Address

The City of Santa Clara is conducting the Board of Library Trustees meeting in a hybrid manner (in-person and continues to have methods for the public to participate remotely).

- Via Zoom:
 - o <https://santaclaraca.gov.zoom.us/j/85864257230>

Meeting ID: 858 6425 7230 or

- o Phone: 1(669) 900-6833

PUBLIC PARTICIPATION IN ZOOM WEBINAR: Please follow the guidelines below when participating in a Zoom Webinar:

- The meeting will be recorded so you must choose 'continue' to accept and stay in the meeting.
- If there is an option to change the phone number to your name when you enter the meeting, please do so as your name will be visible online and will be used to notify you that it is your turn to speak.
- Mute all other audio before speaking. Using multiple devices can cause an audio feedback.
- Use the raise your hand feature in Zoom when you would like to speak on an item and lower when finished speaking. Press *9 to raise your hand if you are calling in by phone only.
- Identify yourself by name before speaking on an item.
- Unmute when called on to speak and mute when done speaking. If there is background noise coming from a participant, they will be muted by the host. Press *6 if you are participating by phone to unmute.
- If you no longer wish to stay in the meeting once your item has been heard, please exit the meeting.

CALL TO ORDER AND ROLL CALL

Chair Evans called the meeting to order at 6:06 PM.

Management Analyst James announced that **Trustee Broughman** would be participating remotely under the provision of AB2449 due to illness.

Trustee Ricossa was Approved to Excuse.

Approved to Excuse

Present 4 - Trustee Leonne Broughman, Trustee Debbie Tryforos, Vice Chair Jan Hintermeister, and Chair Jonathon Evans

Excused 1 - Trustee Stephen Ricossa

CONSENT CALENDAR

[23-932](#) Action on the Meeting Minutes of June 5, 2023

Recommendation: Approve Meeting Minutes of April 3, 2023

A motion was made by Trustee Tryforos, Seconded by Vice Chair Hintermeister to approve the consent calendar.

Aye: 4 - Trustee Broughman, Trustee Tryforos, Vice Chair Hintermeister, and Chair Evans

Excused: 1 - Trustee Ricossa

PUBLIC PRESENTATIONS

JoAnn Davis, Executive Director of the Santa Clara City Library Foundation and Friends, gave an update on **Foundation** booksales, and discussed planning in the near future a joint meeting of the **Board of Library Trustees** and the **Board of the Foundation and Friends**.

Tareq Faritous, a member of the community, expressed interest in Mission holding a booksale on Fridays and Saturdays, as well as interest in the **Library** holding more programs and extending hours.

GENERAL BUSINESS[23-933](#)

Election of a Chair and Vice Chair for the Board of Library Trustees

Recommendation: Staff recommends that the Commission conduct an election for the roles of Chair and Vice-Chair the period of August 7, 2023 through June 30, 2024, or as soon thereafter as is practicable for holding the next Commission election.

Board of Library Trustees elected **Chair Jonathon Evans** to serve for another term as **Chair of the Board**, and for **Vice Chair Jan Hintermeister** to serve for another term as **Vice Chair**.

A motion was made by Trustee Tryforos, seconded by Vice Chair Hintermeister for Chair Evans to continue as Chair for another term.

A motion was made by Trustee Tryforos, seconded by Chair Evans for Vice Chair Hintermeister to continue as Vice Chair for another term.

Aye: 4 - Trustee Broughman, Trustee Tryforos, Vice Chair Hintermeister, and Chair Evans

Excused: 1 - Trustee Ricossa

[23-959](#)

Update to the Board of Library Trustees 2023 Work Plan **Recommendation:** Approve and update the 2023 Board of Library Trustees Work Plan.

Board of Library Trustees and **City Librarian Wong** held discussion on the draft Work Plan items. More information will be forthcoming with instructions for the **City Council/Board** dinner scheduled in December.

Board voted to create a subcommittee to begin sharing ideas on how to prepare for the **Board's** dinner with **City Council** meeting and to identify **Trustees** to speak on different topics from the Work Plan.

A motion was made by Vice Chair Hintermeister, seconded by Trustee Tryforos, to create a subcommittee comprised of Chair Evans and Vice Chair Hintermeister, to explore ideas to share at the upcoming City Council Board of Library Trustees Dinner, and also to note that several Trustees had volunteered to cover specific topics. Trustee Broughman volunteered to look into Library Hours, Trustee Tryforos to look into the Communication plan, Chair Evans to cover General Plan and Alternative Funding, and Vice Chair Hintermeister to look into Strategic Plan and Board Development.

Aye: 4 - Trustee Broughman, Trustee Tryforos, Vice Chair Hintermeister, and Chair Evans

Excused: 1 - Trustee Ricossa

STAFF REPORT

City Librarian Wong reviewed the ALA's 2022 13 Most Challenged Books List with the **Board**, and shared information on anti-PRIDE Month protesters at the Library in June.

TRUSTEES REPORT

Board asked for updates on the Community Survey, part of the **Library's** Strategic Planning Process. The **Board** requested a copy to review when the Community Survey is approved by the **City Manager's Office**. The **Board** expressed interest in how the community uses the Library, being explored in the Strategic Planning Process. The **Board** asked for more information on Banned Books and the **Library's** reconsideration process. Discussion was held on delays receiving books ordered through LINK+. The **Board** expressed interest in a joint meeting with the **City of Santa Clara Cultural Commission**, and agreed to follow up in the future after coordinating a joint meeting with the **Santa Clara City Library Foundation and Friends Board**.

ADJOURNMENT

The meeting was adjourned at 7:30 PM.

A motion was made by Trustee Broughman, seconded by Vice Chair Hintermeister, to adjourn the meeting.

Aye: 4 - Trustee Broughman, Trustee Tryforos, Vice Chair Hintermeister, and Chair Evans

Excused: 1 - Trustee Ricossa

The Board of Library Trustees Meeting is adjourned to September 11, 2023, at 6:00 PM.

MEETING DISCLOSURES

The time limit within which to commence any lawsuit or legal challenge to any quasi-adjudicative decision made by the City is governed by Section 1094.6 of the Code of Civil Procedure, unless a shorter limitation period is specified by any other provision. Under Section 1094.6, any lawsuit or legal challenge to any quasi-adjudicative decision made by the City must be filed no later than the 90th day following the date on which such decision becomes final. Any lawsuit or legal challenge, which is not filed within that 90-day period, will be barred. If a person wishes to challenge the nature of the above section in court, they may be limited to raising only those issues they or someone else raised at the meeting described in this notice, or in written correspondence delivered to the City of Santa Clara, at or prior to the meeting. In addition, judicial challenge may be limited or barred where the interested party has not sought and exhausted all available administrative remedies.

If a member of the public submits a speaker card for any agenda items, their name will appear in the Minutes. If no speaker card is submitted, the Minutes will reflect "Public Speaker."

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), the City of Santa Clara will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities, and will ensure that all existing facilities will be made accessible to the maximum extent feasible. The City of Santa Clara will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities including those with speech, hearing, or vision impairments so they can participate equally in the City's programs, services, and activities. The City of Santa Clara will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services, and activities.

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