



City of Santa Clara

Meeting Minutes

Board of Library Trustees

08/03/2026

6:00 PM

Hybrid Meeting
Central Park Library
Margie Edinger Room
2635 Homestead Rd.
Santa Clara, CA 95051

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 6:00 PM.

Present 5 - Trustee Marilyn Edelstein, Chair Jonathon Evans, Trustee Daniel Huynh, Trustee G. Salim Mohammed, and Trustee Stephen Ricossa.

CONSENT CALENDAR

- 1 [26-733](#) Action on the Board of Library Trustees Meeting Minutes of June 1, 2026

Recommendation: Approve the Board of Library Trustees Meeting Minutes of June 1, 2026

A motion was made by Trustee Huynh, seconded by Trustee Edelstein to approve Staff Recommendation.

Aye: 5 - Trustee Edelstein, Chair Evans, Trustee Huynh, Trustee Mohammed, and Trustee Ricossa.

PUBLIC PRESENTATIONS

Peter Grures attended the meeting as a member of the public. He shared that he has been living in Santa Clara since 1998, and that his children come to the library and enjoy it very much.

JoAnn Davis, Executive Director of the **Santa Clara City Library Foundation and Friends (SCCLFF)**, shared an update on the busy Fall calendar for **SCCLFF**, including a book sale at Northside Branch Library on August 7, 2026; a book sale at Mission Branch Library on August 10, 2026; and book sales at Central Park Library on August 14-16, 2026. Due to a large influx of donated books, the book sales would feature bag sales, where attendees could buy a bag of books for \$5. She reminded the Board about major events coming up in the Fall that **SCCLFF** would be attending, including the Art & Wine Festival, the Parade of Champions, and Comic Con. The Board was invited to volunteer to table with **SCCLFF** even for just an hour as a nice opportunity to connect with the community. She shared that **SCCLFF** had received a large bequest this year, and would be having an audit in the Fall, and share when completed to the Board and on the website. The Board was reminded that a volunteer appreciation event was being held in the Edinger Room at Central Park Library on August 29, 2026 from 12:00 PM to 2:00 PM, to share gratitude for the many volunteers supporting **SCCLFF**, the Library, and Read Santa Clara.

GENERAL BUSINESS

[26-734](#)

Introduce New Board of Library Trustee

Recommendation: Note and file introduction to the new Board of Library Trustee.

The Board was introduced to their newest **Trustee, Marilyn Edelstein**, who replaced outgoing **Vice-Chair Debbie Tryforos**. **Trustee Edelstein** introduced herself as a resident of Santa Clara since 1987, who retired 3 years ago from **Santa Clara University** after a 37 year career as an English professor. She is a regular visitor at Central Park Library. **City Librarian Wong** informed the Board that she and **Chair Evans** had held an onboarding session with **Trustee Edelstein** where they reviewed the Board of Library Trustees Handbook, and invited the Trustees to introduce themselves. **Chair Evans** introduced himself as a community member who had been using the libraries since he was a child, and frequently came to the library for the books and the air conditioning. He shared that he goes to Mission Branch Library frequently, where he used to hold a board game night. **Trustee Mohammed** introduced himself as a Santa Clara resident for 16 years, who was originally from India, and that he works as a librarian and geography teacher at **San Jose City College**. He regularly visits Central Park Library, bringing his children, and views libraries as a pillar of democracy. **Trustee Huynh** shared that he regularly walks to Central Park Library, where he remembers the construction as it was being built during his childhood. He attended high school nearby and regularly came to the Library after school. **Trustee Ricossa** introduced himself as a resident of Santa Clara since 1988, now retired. He shared that his children had attended St. Justin's school next to Central Park Library, and that he had remembered and liked the old Library as well. There was public comment by community member **Judy Stroyer** expressing concern about the community.

A motion was made by Trustee Ricossa, seconded by Trustee Huynh to note and file the introduction to the new Trustee for the record.

Aye: 5 - Trustee Edelstein, Chair Evans, Trustee Huynh, Trustee Mohammed, and Trustee Ricossa.

- 2 [26-738](#) Action on Selection of Board of Library Trustees Chair and Vice-Chair for FY 2026/27

Recommendation: Nominate and elect candidates for the positions of Chair and Vice-Chair for FY 2026/27

The Board held discussion to identify interest in filling the roles of Chair and Vice-Chair for the coming year. There was public comment by community member **Judy Stroyer** expressing concern with the community.

A motion was made by Trustee Mohammed, seconded by Trustee Edelstein to appoint Jonathon Evans as Chair and Daniel Huynh as Vice-Chair.

Aye: 5 - Trustee Edelstein, Chair Evans, Trustee Huynh, Trustee Mohammed, and Trustee Ricossa.

- 3 [26-739](#) Action to Review and Approve Work Plan FY 2026-27, Including the Selection of Board Liaisons and the Identification of Informational Report Topics to Receive

Recommendation: Review and approve Board of Library Trustees work plan for FY 2026-27, including the selection of Board liaisons and the identification of informational report topics to receive.

The Board reviewed the revised work plan. For the section regarding review and possible revision of older policies, discussion was held on prior work updating policies and the availability of policies on the Library website. The Board recommended keeping as priorities the 4 policies listed in the draft work plan, and moving the Policy Regarding Privacy and Confidentiality to the end of the list. The Board then discussed appointing liaisons from among the Trustees to the other City of Santa Clara Boards and Commissions, and the role of liaison to attend meetings, listen and share information with the other Trustees and Commissioners, in order to support coordination between their efforts and the Library. It was decided that **Trustee Edelstein** would serve as the liaison to the **SCCLFF Board** and the **Senior Advisory Commission**; that **Trustee Ricossa** would serve as the liaison on occasion to the **Parks & Recreation Commission**; that **Vice-Chair Huynh** would serve as the chair to the **Youth Advisory Commission**; and that **Chair Evans** would serve as the liaison to the **Station Area Task Force** of which he is a sitting member, to the **Historical & Landmarks Commission** on occasion, and to the **Downtown Community Task Force**. No liaisons were assigned to the **Bicycle & Pedestrian Advisory Committee**, nor to the **Cultural Commission**. It was noted that Library staff regularly work with these committees.

A motion was made by Trustee Mohammed, seconded by Trustee Edelstein to approve the work plan as amended.

Aye: 5 - Chair Evans, Vice-Chair Huynh, Trustee Mohammed, Trustee Ricossa, and Trustee Edelstein

[26-476](#)

Informational Report - Santa Clara City Library's Seed Share Program

Recommendation: Note and file informational presentation on Santa Clara City Library's Seed Share Program.

Librarian Rachel Hughes gave a presentation on the Library's Seed Share program, a popular Library "collection" providing free seeds to the community, as well as supportive collection titles and program offerings. **Trustee Mohammed** shared that the **Community Garden** also does seed share every second Sunday at **Eddie Souza Park**, and **Chair Evans** mentioned the City's compost giveaway days. Community member **David Jeffers** shared a comment that the City allows residents to get free sand and soil, which **Chair Evans** confirmed occurs in the City Yard.

A motion was made by Trustee Mohammed, seconded by Vice-Chair Huynh to note and file the informational report.

Aye: 5 - Chair Evans, Vice-Chair Huynh, Trustee Mohammed, Trustee Ricossa, and Trustee Edelstein

[26-791](#)

Update on the Recruitment of a New City Librarian

Recommendation: Note and file update on the Recruitment of a new City Librarian

Ashley Lancaster, Director of Human Resources provided an update to the Board on the recruitment for a new City Librarian. She shared that there were over 25 applicants to date, lots of outreach still underway, and that the job posting would close on August 9, 2026. The next steps would be for the consultants conducting the recruitment, **Teri Black & Co.**, to screen the applications for mandatory and preferred qualifications, and narrow the list down to their top recommendations for City interviews. She anticipates interviews to be held in September, incorporating both library professionals and City management, and shared that outreach to panelists is already underway. There is planned to be one set of interviews with community representatives, including a representative from the Board, **SCCLFF**, and other city librarians. A second set of interviews is planned to include the **City Manager's Office**. Top candidates will meet the **City Manager** and the Board, who will have the opportunity to ask questions. This will likely occur during a special meeting of the Board towards the end of September, and may be just 1-3 of the top candidates following completion of the interviews. An offer is anticipated to be issued at the end of September, allowing for time to cross-train with **City Librarian Patty Wong** to support the transition. **Chair Evans** is expected to participate on the interview panel representing the Board, although if he is out of town that may fall to his alternate, **Trustee Mohammed**. When the Board meets the candidate(s), they will have the opportunity to review the selection. Ideally, **Human Resources** hopes to have a new **City Librarian** in place by October 2026. At the regular Board meeting in September, the Board will have the opportunity to discuss and select possible dates for the special meeting.

A motion was made by Vice-Chair Huynh, seconded by Trustee Ricossa, to note and file the report.

Aye: 5 - Chair Evans, Vice-Chair Huynh, Trustee Mohammed, Trustee Ricossa, and Trustee Edelstein

- 4 [26-792](#) Discussion and Possible Action to Coordinate Future Joint Meeting with the Santa Clara City Library Foundation and Friends

Recommendation: Discuss and recommend dates and agenda topics for the next joint meeting of SCCLFF and BOLT.

The Board discussed the next upcoming joint meeting with the **Santa Clara City Library Foundation and Friends (SCCLFF)**. These meetings are planned to occur twice per year, usually in December and June. There was discussion on whether this might occur in October or November as had been previously mentioned. **JoAnn Davis, Executive Director of the SCCLFF**, said that the beginning of December works well, and that over the next few months the Boards could develop an agenda for the joint meeting.

A motion was made by Trustee Mohammed, seconded by Vice-Chair Huynh to set the next joint meeting date as the regular Board of Library Trustees December meeting date in December, and to table discussion on the agenda to the next meeting.

Aye: 5 - Chair Evans, Vice-Chair Huynh, Trustee Mohammed, Trustee Ricossa, and Trustee Edelstein

STAFF REPORT

City Librarian Wong shared that **SCCLFF** had new board members, who were receiving onboarding and a tour. She reminded the Board of the Volunteer Appreciation Event being held on August 29, 2026 from 12:00 PM to 2:00 PM and invited them to attend. She shared that the Library is helped in its work by over 200 volunteers. Lunch will be served. **City Librarian Wong** informed the Board that the Library would be open for the same hours as the Art & Wine Festival this year, and that due to construction in the park, the Library would be a bigger part of the festival map. She shared that activities were being planned to occur in the Library, that the Bookmobile will be there and that **SCCLFF** would be holding a book sale. Many people are anticipated to attend and the Board was invited to come. The Board was reminded that Comic Con planning is underway, and that the event takes place on October 10, 2026. Lastly, she shared an update regarding the Charter Review, and identified that only one item will be moving onto the ballot in November, a review of the purchasing guidelines to possibly allow for Design/Build. The Council did not approve any of the other recommendations at this time, including those made by the Board.

TRUSTEES REPORT

Trustee Mohammed informed the Board that he had attended the "End of Summer Adventure" celebration, which was fantastic, well-attended, and which he hopes we do every year.

ADJOURNMENT

The meeting was adjourned at 8:03 PM.

A motion was made by Trustee Edelstein, seconded by Vice-Chair Huynh to adjourn the meeting.

Aye: 5 - Chair Evans, Vice-Chair Huynh, Trustee Mohammed, Trustee Ricossa, and Trustee Edelstein

The Board of Library Trustees Meeting is adjourned to September 14, 2026, 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."

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