



# Saratoga Library Commission Regular Meeting

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## Minutes

**Date:** Tuesday, June 28, 2016  
**Time:** 7:00 p.m.  
**Location:** Saratoga Library/ Community Room  
13650 Saratoga Avenue  
Saratoga, CA 95070

**Call to Order:** Chair Robert Gulino called the meeting to order at 7:00 p.m.

### Roll Call

**Present:** Chair Robert Gulino, Vice Chair Claire Campodonico, Commissioner Carol Barmeier  
**Absent:** Commissioner Flora Hoffman (excused)  
**Staff & Liaisons:** Nancy Howe, Rose Khoury, Alice Patrick, Adam Henig, Crystal Bothelio  
**Other:** None

**Report on Posting of the Agenda:** City Staff Liaison Adam Henig reported that pursuant to Government Code Section 54954.2, the agenda for this meeting was properly posted on June 21, 2016.

**Oral & Written Communications:** None

**Approval of Minutes:** Draft minutes for the April 26 meeting.

**BARMEIER/CAMPODONICO MOVED TO APPROVE THE APRIL 26, 2016 MINUTES WITH A CORRECTION TO THE SPELLING OF KAREN BURLEY'S NAME. MOTION PASSED. AYES: GULINO, CAMPODONICO, BARMEIER. NOES: NONE. ABSTAIN: NONE. ABSENT: HOFFMAN.**

### Existing Business

#### 1. Update on Friends of the Library Seat

**Issue:** On April 27, 2016, Staff Liaison Henig presented to the Friends of the Saratoga Library Board the City Council's proposal to establish a Friends of the Library seat on the Library Commission.

**Action:** Henig will update the Commission on the Friends' decision.

On behalf of the Friends of the Saratoga Library, Alice Patrick reported that the Friends considered the recommendation from the City Council to nominate a member to the Library Commission and unanimously agreed to decline the request.

Crystal Bothelio with the City of Saratoga added that the City Council adopted an updated resolution on the Library Commission's roles and responsibilities at the June 15, 2016 City Council Meeting.

**2. Update about partnering with West Valley College**

**Issue:** At the last meeting, Chair Gulino planned to setup a meeting with representatives from West Valley College about collaborative opportunities with the two libraries.

**Action:** Gulino will update the Commission on his meeting with representatives from West Valley College.

Chair Robert Gulino provided a status report on his meeting with West Valley College President Brad Davis regarding potential collaboration between the Saratoga Library and West Valley College. The two brainstormed and discussed several potential partnership possibilities and Chair Gulino suggested that Davis speak with County Library Nancy Howe. He agreed to help arrange a meeting between the West Valley College Subcommittee (Gulino and Barmeier), County Library Nancy Howe, Saratoga Community Librarian Allison Lew, and City Clerk Crystal Bothelio.

**3. Update about Library Survey & Interior Space Review**

**Issue:** Update from library staff about the district-wide survey and interior space review

**Action:** Discuss these updates.

Acting Community Librarian Rose Khoury shared that the survey results are expected to be available by the end of July 2016 and she said she would share the data with the Commission when it becomes available. She added that she hopes the survey results will help inform the Library of patron needs for the interior space review, which is expected to take place in Fiscal Year 2017/18.

County Librarian Nancy Howe added that this year is a good time to consider areas of the Library that needed to be freshened up or rearranged in anticipation of the funding becoming available in Fiscal Year 2017/18.

**4. Sharing Community News & Trends**

**Issue:** As part of the work plan, the commission will share information about the community to help the library staff becomes better prepared to address the needs of the community and identify opportunities to promote library services.

**Action:** Discuss upcoming events, new trends, interests, etc.

Chair Robert Gulino provided a report on the trivia event in May, which received about 30 attendees.

County Library Nancy Howe noted that the Cupertino Library recently held its second overnight hackathon for children, which has become a very large event.

Acting Community Librarian Rose Khoury said it is a program that the Saratoga Library could look into modeling. She also shared that Library staff is working on a Harry Potter program for tweens and teens to take place during the month of August.

Commissioner Carol Barmeier suggested inviting Viet Thanh Nguyen, author of *The Sympathizer*, to speak at the Library and perhaps the presentation could include discussion on experiences people had during the Vietnam War. She also suggested a program on emergency preparation to help refresh everyone's memory on how to prepare and what to do during a disaster. She also proposed a program related to the musical, *Hamilton*.

Alice Patrick with the Friends of the Saratoga Libraries shared that the Friends will be participating in the Saratoga 60<sup>th</sup> Anniversary Parade in September.

Chair Robert Gulino noted that Silicon Valley Beer Week will take place July 22 through July 30. He suggested that in future years the Library consider holding related programming in conjunction with Silicon Valley Beer Week, such as a talk by University of California Davis Professor Charles Bamforth.

## Reports

1. Nancy Howe, Santa Clara County Librarian  
County Librarian Nancy Howe reported that the Joint Powers Authority Board of Directors met on June 2 and approved the budget as well as a surveillance camera policy for libraries where cameras have been installed. There was also discussion of aligning resources, the digital shift and its impact on libraries, the impacts of income disparity on libraries, and programming for individuals who are learning or improving their English language skills. She also shared information about early learning programs, the kickoff of the Summer Reading Challenge, and the County Library District's subscription to Medici TV, the New York Times, and Rosetta Stone (coming soon). Howe then informed the Commission that Saratoga Library will be closed August 3 and 4 for technical upgrades.
2. Rose Khoury, Acting Saratoga Community Librarian  
Rose Khoury, Acting Saratoga Community Librarian, shared information about a Community Emergency Response Team (CERT) exercise that included the Library, the Library's involvement in the Summer Reading Program, and shared updates on some of the Library's successful programs. She also announced the volunteer brunch on August 29.
3. Lisa Finley, Friends of the Saratoga Libraries  
Alice Patrick with the Friends of the Saratoga Libraries reported on behalf of Lisa Finley, Friends of the Saratoga Libraries President. She shared that during the General Meeting on June 22, a new slate of officers were voted upon. The Board also approved plans to renovate the Café Bookstore at the Library. She also shared information about the Friends participating in the 60<sup>th</sup> Anniversary Parade.
4. Robert Gulino, Library Commission Chair  
No report
5. Adam Henig, City of Saratoga Liaison  
Adam Henig, City of Saratoga Liaison, reported that the annual Independence Day Celebration will be taking place on July 4 at Kevin Moran Park and the Summer Movie

Night series will continue on July 15 with *Star Wars: The Force Awakens*. He also announced that Crystal Bothelio will be the new liaison to the Library Commission.

**Agenda Items for the Next Meeting, August 23, 2016**

None

**Adjournment**

BARMEIER/CAMPDONICO MOVED TO ADJOURN THE MEETING AT 8:05 P.M.  
MOTION PASSED. AYES: GULINO, CAMPODONICO, BARMEIER. NOES: NONE. ABSTAIN:  
NONE. ABSENT: HOFFMAN.

Minutes respectfully submitted:

Crystal Bothelio  
City Clerk/Asst. to the City Manager