



# SARATOGA LIBRARY COMMISSION REGULAR MEETING

June 23, 2020

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## 7:00 P.M. REGULAR MEETING

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### **Teleconference/Public Participation Information to Mitigate the Spread of COVID-19**

This meeting will be entirely by teleconference. All Commission members, staff, and public will only participate via the Zoom platform using the process described below. The meeting is being conducted in compliance with the Governor's Executive Order N-29-20 suspending certain teleconference rules required by the Ralph M. Brown Act. The purpose of this order was to provide the safest environment for the public, elected officials, and staff while allowing for continued operation of the government and public participation during the COVID-19 pandemic.

1. Using the Zoom website <https://us02web.zoom.us/j/86201829786> or App (Webinar ID 862 0182 9786) and using the tool to raise their hand in the Zoom platform when directed by the Chair to speak on an agenda item; **OR**
2. Calling 1.408.638.0968 or 1.669.900.6833, enter the Webinar ID 862 0182 9786, and pressing \*9 to raise their hand to speak on an agenda item when directed by the Chair.

The public will not be able to participate in the meeting in person.

As always, members of the public can send written comments to the Commission prior to the meeting by commenting online at [www.saratoga.ca.us/lc](http://www.saratoga.ca.us/lc) prior to the start of the meeting. These emails will be provided to the members of the Commission and will become part of the official record of the meeting.

During the meeting the Chair will explain the process for members of the public to be recognized to offer public comment.

In accordance with the Americans with Disabilities Act and the Governor's Executive Order, if you need assistance to participate in this meeting due to a disability, please contact the City Clerk at [debbieb@saratoga.ca.us](mailto:debbieb@saratoga.ca.us) or calling 408.868.1216 as soon as possible before the meeting. The City will use its best efforts to provide reasonable accommodations to provide as much accessibility as possible while also maintaining public safety.

## ROLL CALL

### ORAL COMMUNICATIONS ON NON-AGENDIZED ITEMS

Any member of the public may address the Library Commission for up to three (3) minutes on matters not on the Agenda. The law generally prohibits the Library Commission from discussing or taking action on such items. The Library Commission may choose to place the topic on a future agenda.

### AGENDA ITEMS

1. Library Commission Minutes  
**Recommended Action:**  
Review and approve the Library Commission minutes from April 28, 2020 meeting.  
[Draft Minutes](#)
2. Saratoga Library Teen Advisory Board Report  
**Recommended Action:**  
Receive report from the Teen Advisory Board.
3. Commission Scope and Work Plan  
**Recommended Action:**  
Consider whether to recommend changes to the Commission's scope and work plan to the Saratoga City Council.  
[Memo](#)  
[Draft Scope and Work Plan Revisions](#)
4. Community News & Trends  
**Recommended Action:**  
Share news and trends within the community.

### REPORTS

1. Santa Clara County Library District  
[Report](#)
2. Saratoga Community Library  
[Report](#)
3. Friends of the Saratoga Libraries  
[Report](#)
4. Library Commission Chair

5. City of Saratoga  
[Report](#)

## **SUMMARIZE ACTION ITEMS**

## **AGENDA ITEMS FOR NEXT MEETING**

## **ADJOURNMENT**

### **CERTIFICATE OF POSTING OF THE AGENDA, DISTRIBUTION OF AGENDA PACKET, & COMPLIANCE WITH AMERICANS WITH DISABILITIES ACT**

I, Crystal Bothelio, Assistant City Manager for the City of Saratoga, declare that the foregoing agenda for the meeting of the City Council was posted and available for review on June 18, 2020 at the City of Saratoga, 13777 Fruitvale Avenue, Saratoga, California and on the City's website at [www.saratoga.ca.us](http://www.saratoga.ca.us).

Signed this 18<sup>th</sup> day of June 2020 at Saratoga, California.

Debbie Bretschneider, City Clerk

In accordance with the Ralph M. Brown Act, copies of the staff reports and other materials provided to the City Council by City staff in connection with this agenda, copies of materials distributed to the City Council concurrently with the posting of the agenda, and materials distributed to the City Council by staff after the posting of the agenda are available on the City Website at [www.saratoga.ca.us](http://www.saratoga.ca.us). Following removal of State and local shelter in place orders these materials will be available for review in the office of the City Clerk at 13777 Fruitvale Avenue, Saratoga, California.

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