

**MINUTES
SARATOGA LIBRARY COMMISSION
REGULAR MEETING
FEBRUARY 25, 2020**

CALL TO ORDER

Vice Chair Robert Gulino called the meeting to order at 7:03 p.m. at the Saratoga Library at 13650 Saratoga Avenue.

ROLL CALL

Present: Vice Chair Robert Gulino, Commissioner Eric Lewis, Christina Meiser Steven White
Absent: None
Also Present: Allison Lew, Annapurna Dandu, Alice Patrick, Virraj Reddi, Shreya Mani, Debbie Bretschneider, Crystal Bothelio

ORAL COMMUNICATIONS ON NON-AGENDIZED ITEMS

None

AGENDA ITEMS

1. Library Commission Minutes

Recommended Action:

Review and approve the Library Commission minutes from August 27, 2019 meeting.

GULINO/MEISER MOVED TO **APPROVE THE LIBRARY COMMISSION MINUTES FROM AUGUST 27, 2019 MEETING.** MOTION PASSED. AYES: GULINO, MEISER, WHITE. NOES: NONE. ABSTAIN: LEWIS. ABSENT: NONE.

2. Saratoga Library Teen Advisory Board Report

Recommended Action:

Receive report from the Teen Advisory Board.

Virraj Reddi and Shreya Mani provided a report from the Saratoga Teen Advisory Board.

3. Selection of Chair and Vice Chair

Recommended Action:

Select new Chair and Vice Chair to serve October 2019 through September 2020. The Chair and Vice Chair serve a term of 1 year. Each Commissioner may only serve as Chair or Vice Chair once during a 4-year term on the Commission.

LEWIS/WHITE MOVED TO **NOMINATE ROBERT GULINO AS CHAIR AND CHRISTINA MEISER AS VICE CHAIR.** MOTION PASSED. AYES: GULINO, LEWIS, MEISER, WHITE. NOES: NONE. ABSTAIN: NONE. ABSENT: NONE.

4. Commission Handbook

Recommended Action:

Receive presentation from City Clerk Debbie Bretschneider on the City of Saratoga Commission Handbook.

City Clerk Debbie Bretschneider provided a presentation on the City of Saratoga Commission Handbook.

5. 2020 Library Commission Work Plan

Recommended Action:

Finalize the proposed 2020 work plan. Commission work plans are scheduled to be presented to the City Council for consideration at the Commission Work Plan Study Session on March 9, 2020 at the Saratoga Senior Center.

The Commission discussed the proposed 2020 Work Plan and provided staff with direction on desired changes.

WHITE/MEISER MOVED TO **RECOMMEND CITY COUNCIL APPROVAL OF THE 2020 LIBRARY COMMISSION WORK PLAN, TO BE PRESENTED AT THE COMMISSION WORK PLAN STUDY SESSION.** MOTION PASSED. AYES: GULINO, LEWIS, MEISER, WHITE. NOES: NONE. ABSTAIN: NONE. ABSENT: NONE.

6. 2020 Library Commission Meeting Schedule

Recommended Action:

Review the Library Commission's 2020 regular meeting schedule.

The Commission discussed the regular meeting schedule for 2020 and agreed to reschedule the December meeting for December 15, 2020.

7. New Library District Website

Recommended Action:

Receive presentation on the new Santa Clara County Library District website.

Allison Lew, Library Services Manager – Public Technology, Virtual Library, & Cataloging, provided a presentation on the new Santa Clara County Library District website.

8. Community News & Trends

Recommended Action:

Share news and trends within the community.

Chair Gulino commented on the attendance of a Library privacy program.

REPORTS

1. Santa Clara County Library District

Allison Lew reported on the patron satisfaction survey, tax assistance services, voter resources, and Silicon Valley Reads.

2. Saratoga Community Library

Annapurna Dandu reported on a circulation and the Library art exhibit space.

3. Friends of the Saratoga Libraries

Alice Patrick reported on the use of Square by the Friends.

4. Library Commission Chair

No report.

5. City of Saratoga

Crystal Bothelio reported on emergency preparedness courses, Paint the City voting, and the ability to text to 9-1-1.

SUMMARIZE ACTION ITEMS

Chair Gulino and Commissioner Lewis agreed to attend the Commission Work Plan Study Session.

AGENDA ITEMS FOR NEXT MEETING

The Commission requested an agenda item on the outcomes of the Commission Work Plan Study Session.

ADJOURNMENT

Chair Gulino adjourned the meeting at 9:02 p.m.

Minutes respectfully submitted:

Crystal Bothelio, Assistant City Manager
City of Saratoga