



# SARATOGA LIBRARY & COMMUNITY ENGAGEMENT COMMISSION

October 10, 2023

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## 7:00 P.M. REGULAR MEETING

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Saratoga City Hall, Planning Conference Room, CDD Building · 13777 Fruitvale Avenue, Saratoga  
CA 95070

### Public Participation Information

In accordance with Saratoga City Council's Remote Public Participation Policy, the public may participate in person at the location listed above on the agenda or via the Zoom platform using the information below. In the event remote participation technology is unexpectedly unavailable, the meeting will proceed in person without remote participation.

- Webinar URL: <https://us02web.zoom.us/j/89815317071>
- Webinar ID: 898 1531 7071
- Call In: 1.408.638.0968 or 1.669.900.6833

### Written Communications

Comments can be submitted in writing at [www.saratoga.ca.us/lc](http://www.saratoga.ca.us/lc). Written communications received prior to the end of the comment period will be provided to the members of the Commission and included in the agenda packet and/or supplemental meeting materials.

### Public Comment

Members of the public may comment on any item for up to three (3) minutes. The amount of time for public comment may be reduced by the Chair or by action of the Commission.

### CALL TO ORDER

### ROLL CALL

### ORAL COMMUNICATIONS ON NON-AGENDIZED ITEMS

Any member of the public may address the Commission on matters not on the agenda. The law generally prohibits the Commission from discussing or taking action on such items. The Commission may choose to place the topic on a future agenda.

## AGENDA ITEMS

1. Library & Community Engagement Commission Minutes  
**Recommended Action:**  
Review and approve the minutes from the August 14, 2023, Regular Meeting.  
[Minutes](#)
  
2. Commission Handbook Review  
**Recommended Action:**  
Receive presentation on Commission Handbook overview by City Clerk Britt Avrit.  
[Commission Handbook 2023](#)  
[Rules of Parliamentary Procedure](#)  
[Brown Act FAQ](#)
  
3. Selection of Chair and Vice Chair  
**Recommended Action:**  
Select Chair and Vice Chair for 2023-2024.  
[Staff Memo](#)
  
4. Saratoga Teen Advisory Board Report  
**Recommended Action:**  
Receive Saratoga Teen Advisory Board report.
  
5. Santa Clara County Library District Report  
**Recommended Action:**  
Receive Santa Clara County Library District report.  
[Santa Clara County Library District Report](#)
  
6. Saratoga Community Library Report  
**Recommended Action:**  
Receive Saratoga Community Library report.  
[Saratoga Library Report](#)
  
7. Friends of the Saratoga Libraries Report  
**Recommended Action:**  
Receive Friends of the Saratoga Libraries report.  
[Friends of the Saratoga Libraries Report](#)  
[Story Walk Presentation](#)

8. Commission Committees Report

**Recommended Action:**

Receive report from Commission Committees that have updates to share on recent efforts.

9. Library & Community Engagement Commission Chair Report

**Recommended Action:**

Receive Library & Community Engagement Commission Chair report.

10. City of Saratoga Report

**Recommended Action:**

Receive City of Saratoga report.

[City Report](#)

11. Community News & Trends

**Recommended Action:**

Share news and trends within the community.

12. Future Agenda items

**Recommended Action:**

Consider agenda items for upcoming meetings.

[Agenda Planner](#)

## SUMMARIZE ACTION ITEMS

## ADJOURNMENT

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

I, Leslie Arroyo, Assistant City Manager for the City of Saratoga, declare that the foregoing agenda for the meeting of the Library & Community Engagement Commission was posted and available for review on October 6, 2023, 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 6th day of October 2023 at Saratoga, California.

Leslie Arroyo, Assistant City Manager

In accordance with the Ralph M. Brown Act, copies of the staff reports and other materials provided to the Commission by City staff in connection with this agenda, copies of materials distributed to the Commission concurrently with the posting of the agenda, and materials distributed to the Commission by staff after the

posting of the agenda are available on the City website at [www.saratoga.ca.us](http://www.saratoga.ca.us) and are available for review in the office of the City Clerk at 13777 Fruitvale Avenue, Saratoga, California.

In compliance with the Americans with Disabilities Act and the Governor's Executive Order, if you need assistance to participate in this meeting, please contact the City Clerk at [bavrit@saratoga.ca.us](mailto:bavrit@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.

[28 CFR 35.102-35.104 ADA title II]