



# SARATOGA LIBRARY COMMISSION REGULAR MEETING

October 23, 2018

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## 7:00 P.M. REGULAR MEETING

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Saratoga Library, Community Room | 13650 Saratoga Avenue, Saratoga, CA 95070

### 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.

### APPROVAL OF MINUTES

Draft minutes for the August 28, 2018 meeting

### AGENDA ITEMS

**1. Group Photo**

**Action:** Take a group photo.

**2. Selection of Chair and Vice Chair**

**Summary:** The Chair and Vice Chair serve for a term of 1 year. Each Commissioner may only serve as Chair or Vice Chair once during a 4-year term on the Commission.

**Action:** Select new Chair and Vice Chair.

**3. Review of 2018 Work Plan, Consider 2019 Work Plan**

**Summary:** Every year, the City Council considers and authorizes Commission work plans. Typically, the Commission also presents progress on existing work plan items. The Council review of work plans typically happens in the beginning of the calendar year.

**Action:** Review and identify progress on the 2018 work plan, identify recommended changes to the 2019 work plan.

**4. West Valley College Collaboration**

**Summary:** One of the Library Commission's work plan items includes identifying opportunities to partner with West Valley College, including the 2019 Coral Reef Crochet Project.

**5. Monte Sereno Outreach and Engagement**

**Summary:** Discuss efforts to reach out and engage residents of Monte Sereno.

**6. Community Outreach**

**Summary:** Discuss Library Commission outreach activity.

**7. Rescheduling December Meeting Date**

**Summary:** The December meeting falls on a holiday. In the past, the December meeting has been rescheduled for earlier in the month.

**Action:** Consider rescheduling or canceling the December meeting.

**8. Community News & Trends**

**Summary:** Share news and trends within the community.

**REPORTS**

1. Nancy Howe, Santa Clara County Librarian
2. Michael Eitner, Saratoga Community Librarian
3. Alice Patrick, Friends of the Saratoga Libraries
4. Saratoga Library Teen Advisory Board
5. Library Commission Chair
6. Crystal Bothelio, Saratoga Deputy City Manager

**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, Deputy City Manager for the City of Saratoga, declare that the foregoing agenda for the meeting of the Library Commission was posted and available for review on October 18, 2018 at the City of Saratoga, 13777 Fruitvale Avenue, Saratoga, CA 95070 and on the City's website at [www.saratoga.ca.us](http://www.saratoga.ca.us).

Signed this 18<sup>th</sup> day of October 2018 at Saratoga, California.

Crystal Bothelio, Deputy City Manager

In accordance with the Ralph M. Brown Act, copies of the staff reports and other materials provided to the Library Commission by City staff in connection with this agenda are available at the office of the City Clerk at 13777 Fruitvale Avenue, Saratoga, CA 95070. Any materials distributed by staff after the posting of the agenda are made available for public review at the office of the City Clerk at the time they are distributed to the Library Commission.

In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the City Clerk at 408.868.1294 or [npimentel@saratoga.ca.us](mailto:npimentel@saratoga.ca.us). Notification 24 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28 CFR 5.102-35.104 ADA title II]