

**MINUTES
SARATOGA LIBRARY COMMISSION
SPECIAL MEETING
JANUARY 19, 2021**

CALL TO ORDER

Chair Cristina Meiser called the virtual meeting to order at 7:01 p.m.

ROLL CALL

Present: Chair Cristina Meiser, Vice Chair Eric Lewis, Commissioners Robert Gulino, Steven White, Victoria Zhang

Absent: None

Also Present: Annapurna Dandu, Kayla Nakamoto, Crystal Bothelio

AGENDA ITEMS

1. 2021 Work Plan

Recommended Action:

Finalize the proposed 2021 Work Plan, for City Council consideration. Commission work plans are typically presented to the City Council for consideration at the beginning of the calendar year. The 2021 Commission Work Plan Study Session is scheduled for March 30, 2021.

Crystal Bothelio, Assistant City Manager, introduced the item.

The Commission discussed the proposed work plan and agreed on the following changes:

- In Key Points of Work Plan item 2, a, replace "including West Valley College" with "schools, and colleges."
- In Key Points of Work Plan item 2, d, remove "with other local events and organizations, including West Valley College."
- In Key Points of Work Plan, remove item 3.
- Capitalize Library throughout document when in reference to Saratoga Library.
- In Topics in Detail, combine item 1, b and 1, c to read: "Volunteer to assist Library staff with events and outreach programs (for example, Junior Achievement, Saturday Farmers Market, Movie Nights, Blossom Festival)."
- In Topics in Detail, combine item 1, f and 1, g to read: "Brainstorm with Santa Clara County Library District and City communications and outreach staff on ways to promote Library events and programs, for example *Saratoga Source* (monthly e-newsletter), *Saratoga News*, and social media."
- In Topics in Detail, revise item 1, g to read: Attend the Santa Clara County Library District's Annual Library Forum.

- In Topics in Detail, add item 1, j to read: "Encourage residents of both Saratoga and Monte Sereno to obtain library cards, participate in Library programs and services, and visit the Library."
- In Topics in Detail, change item 2, a to 2, b and revise to read: Support collaborative programs or activities between local organizations and the Library and/or the City.
- In Topics in Detail, add new item 2, a to read: "Increase understanding of Commissions' contributions to community engagement efforts of the City."
- In Topics in Detail, change item 2, d to 2, e and revise to read: "Respond to requests for supporting public art programs, including Paint the City and Rainy Day Sidewalk Poetry, as requested by the City's Public Art Committee."
- In Topics in Detail, change item 2, f to read: "Recommend additional programs and policies that will help create a stronger, more inclusive community."
- In Topics in Detail, remove item 3.

SUMMARIZE ACTION ITEMS

None

AGENDA ITEMS FOR NEXT MEETING – FEBRUARY 8, 2021

None

ADJOURNMENT

Chair Cristina Meiser adjourned the meeting at 7:44 p.m.

Minutes respectfully submitted:

Crystal Bothelio, Assistant City Manager
City of Saratoga