JOINT POWERS AUTHORITY BOARD
MINUTES
Santa Clara County Library District
1370 Dell Avenue, Campbell, CA 95008, Campbell Room
Thursday, January 23, 2020 at 12 noon.

CALL TO ORDER/ROLL CALL

Chair Wasserman called the meeting to order at 12:08 p.m. A quorum was present. There were no deletions, deferrals or corrections to the agenda.

<table>
<thead>
<tr>
<th>Board Member</th>
<th>Title</th>
<th>Representing</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mike Wasserman</td>
<td>Chair</td>
<td>Board of Supervisors</td>
<td>Present</td>
</tr>
<tr>
<td>Lynette Lee Eng</td>
<td>Vice Chair</td>
<td>Los Altos</td>
<td>Present</td>
</tr>
<tr>
<td>Joe Simitian</td>
<td>Board Member</td>
<td>Board of Supervisors</td>
<td>Present</td>
</tr>
<tr>
<td>Rich Waterman</td>
<td>Board Member</td>
<td>Campbell</td>
<td>Absent</td>
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<tr>
<td>Darcy Paul</td>
<td>Board Member</td>
<td>Cupertino</td>
<td>Present</td>
</tr>
<tr>
<td>Dion Bracco</td>
<td>Board Member</td>
<td>Gilroy</td>
<td>Present</td>
</tr>
<tr>
<td>Courtenay C. Corrigan</td>
<td>Board Member</td>
<td>Los Altos Hills</td>
<td>Present</td>
</tr>
<tr>
<td>Carmen Montano</td>
<td>Board Member</td>
<td>Milpitas</td>
<td>Absent</td>
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<tr>
<td>Shawn Leuthold</td>
<td>Board Member</td>
<td>Monte Sereno</td>
<td>Present</td>
</tr>
<tr>
<td>Rich Constantine</td>
<td>Board Member</td>
<td>Morgan Hill</td>
<td>Absent</td>
</tr>
<tr>
<td>Rishi Kumar</td>
<td>Board Member</td>
<td>Saratoga</td>
<td>Present</td>
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ORAL COMMUNICATION
One individual addressed the Board.

TIME CERTAIN NO EARLIER THAN 12:00 NOON
PRESENTATIONS

The 2019 Award and Patron Survey results were presented.

A. Presentation of Award from Susan Benton, President and CEO, Urban Libraries Council:
   2019 Award for Top Innovator: Lending Mindfulness: A Mental Health App Pilot,
B. Presentation of 2019 Patron Survey Results, Theo Leenman, Research Consultant, Harder+Co.

Board Member Paul took his seat at 12:33 p.m.

Board Member Kumar asked for specific feedback on questions that were in the patron survey related to service enhancements, digital resources and homelessness. Board Member Simitian asked staff to
verify if percentages were correct on the Facilities slide, i.e., computers operate efficiently (which was corrected) as well as for clarification on the condition of materials and usage of DVDs. County Librarian Howe advised the Board that staff would provide a report addressing the questions at the next JPA meeting on April 30, 2020.

CONSENT CALENDAR
*1. Approve Minutes from October 24, 2019, Joint Powers Authority Board Meeting.
*2. Accept the following cash gifts:
   a. Cash donation of $1,958.91 to the Santa Clara County Library District and augment the budget for library materials.
   b. Cash donation of $1,500 to the Cupertino Library and augment the budget for courtyard furniture.
   c. Cash donation of $10,000 to the Gilroy Library and augment the budget for programming.
   d. Cash donation of $6,000 to the Los Altos Library and augment the budget for 3D Printing Project.
   e. Cash donation of $6,666.37 to the Los Altos Library and augment the budget for installation of divider panels.
   f. Cash donation of $1,032.19 to the Milpitas Library and augment the budget for display stand.
   g. Cash donation of $2,000 to the Milpitas Library and augment the budget for library materials.
   h. Cash donation of $10,000 to the Morgan Hill Library and augment the budget for Best Seller collection.
   i. Cash donation of $1,000 to the Woodland Library and augment the budget for programming and library materials.
*3. Accept the following grants
   a. Family Literacy Award Grant in the amount of $50,000 from the California State Library.
*4. Approve Calendar Year 2020 Meeting Schedule.
*6. Ratify SCCLD Foundation Board Member Appointments.
*7. Accept payment of $59,000 from First 5 Santa Clara County.
*8. Add one full-time Janitor, one full-time Librarian and one full-time Buyer positions, with the deletion of one vacant part-time Janitor, one vacant part-time Librarian, and one vacant full-time Librarian positions.
*9. Add one full-time Library Clerk and one part-time Library Circulation Aide positions, with the deletion of two vacant part-time Library Clerk and one vacant part-time Library Page positions.
*10. Approve 2019-2020 Legislative Agenda Policy.

Chair Wasserman pulled item #5 Ratify Finance Committee Appointments to vote on separately.
Motion was moved by Kumar and seconded by Bracco to approve Consent Calendar items 1-4 and 6-10. The motion passed unanimously by the following vote:
Ayes: Wasserman, Lee Eng, Simitian, Paul, Bracco, Corrigan, Leuthold and Kumar
Absent: Waterman, Montano and Constantine

*5. Ratify Finance Committee Appointments

Chair Wasserman noted that prior to ratifying the Finance Committee appointments, an Alternate needed to be appointed. Board Member Corrigan volunteered to be the Alternate. There were no other volunteers from the floor.

Motion was moved by Lee Eng and seconded by Bracco to appoint Courtenay C. Corrigan as the Alternate on the Finance Committee. The motion passed unanimously by the following vote:
Ayes: Wasserman, Lee Eng, Simitian, Paul, Bracco, Corrigan, Leuthold and Kumar
Absent: Waterman, Montano and Constantine

Now that the Finance Committee membership was whole with Board Member Corrigan as the Alternate, the Finance Committee could be ratified.

Motion was moved by Lee Eng and seconded by Leuthold to ratify Finance Committee appointments as presented. The motion passed unanimously by the following vote:
Ayes: Wasserman, Lee Eng, Simitian, Paul, Bracco, Corrigan, Leuthold and Kumar
Absent: Waterman, Montano and Constantine

OLD BUSINESS
11. Adopt revised Behavior Policy

Motion was moved by Kumar and seconded by Paul to adopt the revised Behavior Policy. The motion passed unanimously by the following vote:
Ayes: Wasserman, Lee Eng, Simitian, Paul, Bracco, Corrigan, Leuthold and Kumar
Absent: Waterman, Montano and Constantine

NEW BUSINESS
12. Accept the Five-Year Financial Forecast for Fiscal Years 2019-2020 to 2023-2024 for the Library District

Staff report. Chuck Griffen, Financial and Administrative Services Manager.
This report is an annual review of the Library's finances and is a forecast only. It is a snapshot of projected revenues and expenditures. It also demonstrates to the Board that the Library is planning for the future in a financially responsible fashion. One of the major points of the report is that the Library is expecting a softening of property taxes in the next few years. The Library has been receiving large increases of property taxes for the last 8 years and now property tax revenue is expected to slow
down significantly. The Library is preparing for the slowdown and the revenues do reflect that. The Library does have a significant reserve for economic uncertainty that can be used if necessary to keep the library open with no negative impact to patrons.

The Finance Committee discussed at length the Five-Year Financial Forecast at their meeting on January 8, 2020 and unanimously recommended acceptance by the full board.

**Motion was moved by Lee Eng and seconded by Bracco to accept the Five-Year Financial Forecast for Fiscal Years 2019-2020 to 2023-2024 for the Library District.**
The motion passed unanimously by the following vote:
Ayes: Wasserman, Lee Eng, Simitian, Paul, Bracco, Corrigan, Leuthold and Kumar
Absent: Waterman, Montano and Constantine

**REPORTS/COMMENTS**

13. **County Librarian**
   - Silicon Valley Reads kicks off on January 23, at 7:30 p.m., at De Anza College presenting the female venture capitalists who helped create Silicon Valley and whose stories are featured in the book, *Alpha Girls*, by author Julian Guthrie.
   - County Librarian Howe thanked board members who will be reading to children as celebrity guest readers in the months of February and March.
   - The 17th Annual Library Forum is on Saturday, February 1, 2020. All board members are invited to attend alongside library volunteers to learn about library issues and services.
   - County Librarian Howe announced that this was her last JPA meeting and that she would be retiring March 27, 2020.
   - County Librarian Howe commended the JPA members for their leadership and collaborative work to create one of the best libraries in the United States.

14. **SCCLD Foundation**
   - Terrie Creamer, President of the Santa Clara County Library District Foundation.
   - It has been 4 years since the Foundation received 501 (c) (3) status and during this past year has received four grants from various Library Friends groups and community organizations.
   - The Foundation has granted $37,000 to the Library to support programs, e.g., Bookmobile, Reading Program, Rise Up Program, Silicon Valley Reads and Distinguish Author Series.
   - Ms. Creamer thanked the JPA for their financial and staff support.
   - Ms. Creamer thanked County Librarian Howe for her vision and support of the Foundation.
   - Presented their new brochure and mission statement.

15. **JPA Board Members**
   - Board Member Simitian commended County Librarian Howe for being an extraordinary public servant. He has enjoyed working with Ms. Howe for the last 7 years.
PRESENTATION
Chair Wasserman presented a proposal from Milpitas Library Commissioner Dana Arbaugh to name the largest conference room the Howe Room in the new building at 1344 Dell Avenue in honor of County Librarian Nancy Howe. The proposal to was reviewed and approved by County Counsel and required a vote.

Motion was moved by Wasserman and seconded by Corrigan to name the largest conference room in the new building at 1344 Dell Avenue the Howe Room.
The motion passed unanimously by the following vote:
Ayes: Wasserman, Lee Eng, Simitian, Paul, Bracco, Corrigan, Leuthold and Kumar
Absent: Waterman, Montano and Constantine

Next, Chair Wasserman presented a certificate of appreciation to County Librarian Nancy Howe for her 25 years of service to the Santa Clara County Library District.

Then, Board Member Corrigan presented a proclamation from the City Council and the Town of Los Altos Hills to Nancy Howe, County Librarian.

ADJOURN
With no further business, motion was moved by Chair Wasserman and seconded by Lee Eng to adjourn the meeting at 1:06 p.m. to the next Joint Powers Authority Board meeting on Thursday, April 30, 2020 at 12:00 p.m. at the Santa Clara County Library District Services and Support Center, 1370 Dell Avenue, Campbell, CA 95008.
The motion passed unanimously by the following vote:
Ayes: Wasserman, Lee Eng, Simitian, Paul, Bracco, Corrigan, Leuthold and Kumar
Absent: Waterman, Montano and Constantine

Respectfully submitted,
Cynthia Rios Garcia, Secretary
Library District Joint Powers Authority Board