

JPA-*1
10/25/18

JOINT POWERS AUTHORITY BOARD

MINUTES

Thursday, June 7, 2018

Services and Support Center, Campbell Room
1370 Dell Avenue, Campbell, CA 95008

APPROVED

ACCEPTED

PENDING

APPROVED

PRESENTED

MODIFIED

BY THE SANTA CLARA COUNTY LIBRARY
DISTRICT JOINT POWERS AUTHORITY

BY: Cynthia Rios Garcia
SECRETARY
DATE: 10/25/18

Members Present:

Mike Wasserman, Supervisor, District 1 (Chair)
Joe Simitian, Supervisor, District 5
Rich Waterman, Campbell
Steven Scharf, Cupertino
Dion Bracco, Gilroy

Anthony Phan, Milpitas (1:48 p.m.)
Burton Craig, Monte Sereno
Steve Tate, Morgan Hill
Emily Lo, Saratoga

Members Absent

Courtenay C. Corrigan, Town of Los Altos Hills

Jean Mordo, Los Altos

Staff Present:

Nancy Howe, County Librarian
Chris Brown, Deputy County Librarian
Melissa Kiniyalocts, Deputy County Counsel

Chuck Griffen, Financial & Admin. Services Manager
Diane Roche, Director of Communication and Marketing
Tracy Ellenberger, Secretary

CALL TO ORDER/ROLL CALL

Chair Wasserman called the meeting to order at 1:30 p.m. There was a quorum present. There were no deletions, deferrals or corrections to the agenda.

ORAL COMMUNICATION

Liana Crabtree, Cupertino resident spoke on agenda item #9 from the April 26, 2018, Joint Powers Authority Board Meeting.

CONSENT CALENDAR

ACTION

- *1. Approve Minutes from April 26, 2018, JPA Board meeting.
- *2. Approve Delegation of Authority Related to the Public Works Contracts for Construction Management, Architectural Services and General Contractor for 1344 Dell Avenue Project
- *3. Accept the following cash gifts:
 - a. Cash donation of \$12,000 to the Santa Clara County Library District and augment the budget for library materials
 - b. Cash donation of \$19,295.08 to the Santa Clara County Library District and augment the budget for library furniture.
 - c. Cash donation of \$3,362.85 to the Santa Clara County Library District and augment the budget for library materials

- d. Cash donation of \$5,000 to the Santa Clara County Library District and augment the budget for library materials
- e. Cash donation of \$31,700 to the Santa Clara County Library District and augment the budget for library materials
- f. Cash donation of \$4,500 to the Santa Clara County Library District and augment the budget for library materials
- g. Cash donation of \$500 to the Santa Clara County Library District and augment the budget for library materials
- *4. Receive Three-Year Technology Replacement and Improvement Plan, Fiscal Years 2016/17 – 2018/19 update
- *5. Receive Annual Review of Capital Maintenance Plan
- *6. Approve the Addition of One Full-Time Supervising Librarian Position (1.0 FTE) with the Deletion of One Part-Time Librarian Position (0.50 FTE)
- *7. Ratify Appointment of Nominating Committee

Motion was moved by Bracco and seconded by Tate to approve Consent Calendar items #1-7 as on the agenda. **The motion passed unanimously by the following vote:**
Ayes: Wasserman, Simitian, Waterman, Scharf, Bracco, Craig, Tate and Lo

NEW BUSINESS

- 8. Discuss Bylaws Revision

Staff report. Nancy Howe, County Librarian. Ms. Howe asked the JPA to discuss the issue of a proposed amendment to the Bylaws which would eliminate the term limits for officers serving on the Joint Powers Authority Board. The item will be on the voted on at the October 25, 2018, JPA Board meeting.

- 9. Adopt FY2018-2019 Budget for the Santa Clara County Library District.

Staff report. Chuck Griffen, Financial and Administrative Services Manager asked the board to adopt the FY2018-2019 Budget.

Motion was moved by Bracco and seconded by Craig to adopt FY2018-2019 Budget for the Santa Clara County Library District. **The motion passed unanimously by the following vote:**
Ayes: Wasserman, Simitian, Waterman, Scharf, Bracco, Craig, Tate and Lo

- 10. Receive Independent Audit Report for the Year Ending June 30, 2017

Staff report. Chuck Griffen, Financial and Administrative Services Manager asked the board to receive the Independent Audit Report for the year ending June 30, 2017. The report on the Library's Financial Statements issued an unmodified report, i.e., a clean report. The Independent auditor's report on internal control did not identify any instances of non-compliance with Government Accounting Standard.

Motion was moved by Tate and seconded by Bracco to receive the Independent Audit Report for the Year Ending June 30, 2017. **The motion passed unanimously by the following vote:**
Ayes: Wasserman, Simitian, Waterman, Scharf, Bracco, Craig, Tate and Lo

REPORTS/COMMENTS

INFORMATION

11. County Librarian

✚ The Santa Clara County Library District waived up to \$100.00 per library card for outstanding fines in return for a donation of food. Diane Roche, Director of Communications and Marketing gave an update on the Food for Fines program which resulted in 25,700 meals for the community.

✚ Jennifer Weeks, Library Services Manager

- Summer Reading 2018, Reading takes you Everywhere! We are asking everyone to join us in reading 100,000 books this summer. The goal is to increase our summer engagement to 10% of all of our card holders enrolled.
- Lunch in the Library. SCCLD is in partnership with Second Harvest Food bank and Silicon Valley YMCA to offer free and open sites for summer lunches in Morgan Hill, Gilroy and San Martin.
- SCCLD Student eAccounts. Working in partnerships with the school districts, SCCLD has created over 20,000 eAccounts.

✚ Campbell and Los Altos libraries are both looking into having measures on the November Ballot that could result in having new or substantially renovated libraries. Neither library has finalized plans.

12. Santa Clara County Library Foundation

✚ Linda Arbaugh, Foundation Secretary

- The Foundation welcomed new member Cheryl Houts.
- The Foundation is also looking for a representative from Cupertino to join the board.
- The Foundation has \$11,000 in the bank.
- The Reading Program recently offered Spanish Language Computer Classes which were very successful, and Saratoga Library provided materials to learners who are waiting to be matched with a tutor. It was made possible by the Saratoga Library Rotary Club.
- The Foundation worked with California Pizza Kitchen on a fundraiser and raised over \$400.


13. JPA Board Members

✚ Board member Scharf commented on the extended hours that began at the Cupertino Library last week and the fact they have the most open hours of any library.

ADJOURN

Chair Wasserman adjourned the meeting at 2:01 p.m., to the next JPA Board meeting on Thursday, October 25, 2018, at 1:30 p.m. at the Santa Clara County Library District Services and Support Center, 1370 Dell Avenue, Campbell, CA 95008.

Respectfully submitted,



Tracy Ellenberger, Secretary
Library District Joint Powers Authority