CITY OF MORGAN HILL

Regular Meeting Agenda

Library, Culture, and Arts Commission

Poonam Chabra - Chair
Suman Ganapathy - Vice Chair
Jake Thompson - Commissioner
Paul Lake - Commissioner
Katie Khera - Commissioner
Emily Borchers - Commissioner
Patrice Lyn - Commissioner

Tuesday, August 4, 2020 7:00 pm

Council Chamber
17555 Peak Avenue, Morgan Hill, CA 95037

MEETING GUIDELINES

In accordance with Executive Order N-25-20 and guidance from the California Department of Public Health on gatherings, remote public participation is allowed. We will address the Order in the following ways:

Members of the public may NOT physically attend meetings at the Morgan Hill City Council Chamber.

The Library, Culture, and Arts Commission meeting will be live-streamed on Channel 17 and on the City's website. Those members of the public wishing to participate remotely may do so via the electronic meeting at: https://bit.ly/LCACMeeting or by calling in to: (669) 900-9128, then enter the meeting id: 874 0656 4997

Public comment for Library, Culture, and Arts Commission meetings will be accepted via email to chris.ghione@morganhill.ca.gov. Members of the public participating in the electronic meeting wishing to speak may do so during public comment.

CALL TO ORDER

ROLL CALL ATTENDANCE

DECLARATION OF POSTING OF AGENDA

Per Government Code 54954.2

PLEDGE OF ALLEGIANCE

NEW COMMISSIONER INTRODUCTIONS

PUBLIC COMMENT

Members of the public are entitled to address the Commission concerning any item within the Commission's subject matter jurisdiction. Public comments are limited to no more than three minutes. Except for certain specific exceptions, the Commission is prohibited from discussing or taking action on any item not appearing on the posted agenda. (See additional noticing at the end of this agenda)

ADOPTION OF THE AGENDA

REPORTS

1. **COUNTY LIBRARY REPORT - JENNIFER WEEKS, COUNTY LIBRARIAN**
2. **MORGAN HILL LIBRARY REPORT - HEATHER GEDDES, COMMUNITY LIBRARIAN**
3. **FRIENDS OF THE MORGAN HILL LIBRARY REPORT - VICKY READER, FRIENDS PRESIDENT**
4. **MORGAN HILL HISTORICAL SOCIETY REPORT - KATHY DEVINE, MUSEUM DIRECTOR**
5. **CITY OF MORGAN HILL REPORT (VERBAL) - CHRIS GHIONE, PUBLIC SERVICES DIRECTOR**

BUSINESS

6. **APPROVE THE JULY 7, 2020 MEETING MINUTES**

   Recommendation:

   Approve Minutes.

7. **WORK PLAN UPDATES**

   Recommendation:

   1. Commissioners to provide updates on Work Plan items.
   2. Commissioners to begin working on updating Work Plan items for the current Fiscal Year.

ANNOUNCEMENTS

FUTURE COMMISSION AGENDA ITEMS:

ADJOURNMENT

NOTICE

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act that are distributed to a majority of the legislative body less than 72 hours prior to an open session, will be made available for public inspection at the Office of the City Clerk at Morgan Hill City Hall located at 17575 Peak Avenue, Morgan Hill, CA, 95037 at the same time that the public records are distributed or made available to the legislative body. (Pursuant to Government Code 54957.5)

PUBLIC COMMENT

Members of the Public are entitled to directly address the Commission concerning any item that is described in the notice of this meeting, before or during consideration of that item. If you wish to address the Commission on any issue that is on this agenda, please complete a speaker request card located in the foyer of the Commission Chambers, and deliver it to the Minutes Clerk prior to discussion of the item. You are not required to give your name on the speaker card in order to speak to the Commission, but it is very helpful. When you are called, proceed to the podium and the Mayor will recognize you. If you wish to address the Commission on any other item of interest to the public, you may do so during the public comment portion of the meeting following the same procedure described above. Please limit your comments to three (3) minutes or less.

Please submit written correspondence to the Minutes Clerk, who will distribute correspondence to the Commission.

Persons interested in proposing an item for the Commission agenda should contact a member of the Commission who may plan an item on the agenda for a future Commission meeting. Should your comments require Commission action, your request may be placed on the next appropriate agenda. Commission discussion or action may not be taken until your item appears on an agenda. This procedure is in compliance with the California Public Meeting Law (Brown Act) Government Code §54950.

City Council Policies and Procedures (CP 03-01) outlines the procedure for the conduct of public hearings. Notice is given, pursuant to Government Code Section 65009, that any challenge of Public Hearing Agenda items in court, may be limited to raising only those issues raised by you or on your behalf at the Public Hearing described in this notice, or in written correspondence delivered to the Commission at, or prior to the Public Hearing on these matters.

The time within which judicial review must be sought of the action by the Commission, which acted upon any matter appearing on this agenda is governed by the provisions of Section 1094.6 of the California Code of Civil Procedure.

For a copy of Commission Policies and Procedures CP 97-01, please contact the City Clerk's office (408) 779-7259, (408) 779-3117 (fax) or by email cityclerk@morganhill.ca.gov.

AMERICANS WITH DISABILITIES ACT (ADA)

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact the City Clerk's Office at (408)779-7259, (408)779-3117 (fax) or by email cityclerk@morganhill.ca.gov. Requests must be made as early as possible and at least two-full business days before the start of the meeting.

santa clara county library district

August 2020
Library Stakeholder Report
Jennifer Weeks, County Librarian

Expanded WiFi available throughout the Library District

We know that the COVID pandemic has not affected everyone equally. This has further called attention to the digital divide in the Silicon Valley as more people are reliant on the internet to apply for unemployment, stimulus checks, business resources, or support distance learning.

To help our patrons and residents get connected, the Library is implementing the following:

Installing WiFi on both Bookmobiles – July 26
Installing WiFi in all library parking lots

- 8/18- Gilroy
- 8/19- Morgan Hill
- 8/20- Milpitas
- 8/21- Campbell
- 8/24- Saratoga
- 8/25- Cupertino
- 8/26- Los Altos

This will provide free internet access to our patrons from the safety of their cars and/or outdoors where they are able to social distance. The WiFi will be available 24/7 from the parking lots and our Bookmobiles can now provide library materials and WiFi access at each of their stops.

Summer Reading Program

SCCLD's Summer Reading Program *Dig Deeper: Read, Investigate, Discover!* has been extended! The program encourages readers of all ages to dig below the surface and discover about everything from the science of everyday things, envisioning of the future, exploring other cultures, peering into nature and the environment, delving into the unknown and uncovering a treasury of knowledge.

We're still accepting new registrations through Aug 6 and participants will be allowed to continue to log their books through the end of August for a chance to earn a prize. You can **earn a prize* for reading**

5 books and completing some fun discovery and investigation activities this summer!
sccld.org/summer2020

**Completion prizes will be available in August while supplies last.*

How to Join
It's easy to get started. Sign up (or log in) online on Beanstack, or **print a reading log**. You can also download the Beanstack app for your mobile device.
Highlights-Summer Reading Events for All Ages:

COMING SOON: Career Online High School (COHS)

Career Online High School is an accredited online high school diploma and career certification program provided by Gale, a part of Cengage Learning, and in partnership with the California State Library. SCCLD will offer 10 scholarships to qualified applicants. All learning is completed online and is self-paced, available 24 hours a day, 7 days a week. Academic Coaches are assigned to help students succeed. This High School Diploma, not a GED, opens the door to opportunities for higher education, a better job or promotion, increased self-confidence, and higher pay.

Starting at the end of August, SCCLD will being accepting applications from interested participants, inviting them to complete the required workshop as a part of their evaluation process, and candidates will be interviewed and participants will be selected by mid-September.

For more information about the program, visit https://www.careeronlinehs.gale.com/ca/the-program/faqs/

Helping Students Succeed During Distance Learning

SCCLD will continue the work with the public school districts within the Library District to ensure all students have an active Student eAccount, a library card specifically designed for students and teachers to have the critical resources needed to collaborate and work together seamlessly, all accessible through our online Student Portal. This is successful program was started approximately three years ago, and in 2019 the District partnered with every K-12 public school and provided over 90,000 student eAccounts.

SCCLD staff will be reaching out to teachers and administrators this month to assist with this project. SCCLD staff will work with teachers to provide programming, including storytimes, that can be used to enhance the curriculum and help students learn about books and storytelling as well as develop essential early literacy skills. We will also offer teachers and parents instructions on how to best use our online resources to help students succeed.

July by the Numbers

The Library District continues to serve our patrons in many ways and the numbers show just how much they are enjoying their local library:

- **9,686 curbside appointments:** We also have drop-in walkup services that do not require an appointment.
- **142,686 physical items checked out and 138,114 items returned:** In an effort to encourage patrons to return borrowed materials to fill holds, items borrowed prior to July 10 are due on July 31. Due to the limited hours that we are able to receive returned items, we will continue to waive late fines until a later time.
- **101 Virtual Programs = 4,212 Live Views and over 6000 Total Views:** SCCLD offers virtual programs for all ages Monday through Saturday which patrons can enjoy from the safety and convenience of home.
- **159,000 EBooks circulated:** While holds on physical items are limited to 12, our patrons continue to enjoy their eBooks as these can be borrowed and renewed online (if eligible), and automatically returned when the due date arrives.

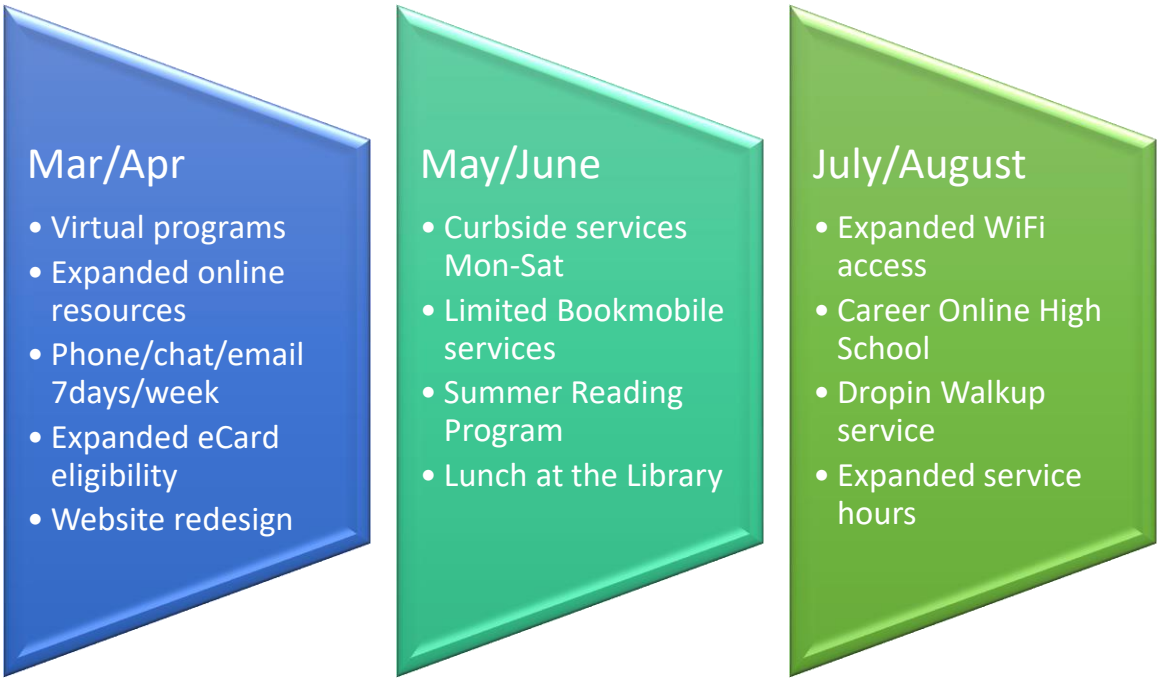
New Self-Check Machines and Security Gates

SCCLD is installing new self-check machines and security gates in all libraries in July and August. This updated equipment is essential when the libraries reopen to the public to encourage and support self-service. In addition to reliability, the new self-check machines offer additional benefits such as larger screens, visual cues to alert staff when patrons need assistance, and settings to allow the machine to operate more efficiently in self-serve mode.

santa clara county library district

Library Services During COVID-19

The Library continues to innovate, adapt and find additional ways we can provide important library services for our patrons and communities. Here is a brief timeline of the evolution of services:



Library Trends

In July 2020, the Institute of Museum and Library Services (IMLS) published the second stage of their findings as part of the REALM Project to mitigate exposure to the virus. Based on this and other official information from the CDC and World Health Organization, we will monitor and utilize within our planning for Library services.

OCLC® INSTITUTE of Museum and Library SERVICES BATTELLE

Communication: County Library Report - Jennifer Weeks, County Librarian (REPORTS)

Test 2: Natural attenuation as a decontamination approach for SARS-CoV-2 on five paper-based library and archives materials

In response to the COVID-19 pandemic, the Institute of Museum and Library Services (IMLS) and OCLC are working in partnership with Battelle to create and distribute science-based information designed to reduce the risk of transmission of COVID-19 to staff and visitors who are engaging in the delivery or use of museum, library, and archival services. This REopening Archives, Libraries, and Museums (REALM) project is studying how long the SARS CoV-2 virus (the virus that causes COVID19) survives on common materials and methods to mitigate exposure.

As part of the project's Phase 1 research, Battelle has conducted two natural attenuation studies to provide information on how long some commonly handled library materials would generally need to be considered for quarantine in order for the virus to be undetectable. The results of Test 1 were released on June 22, 2020; Test 2 began on June 23, 2020. The studies were conducted by applying the virulent SARS-CoV-2 virus on five materials held at standard room temperature and humidity conditions. The materials in Test 2 included the following five items, which were provided by the National Library Service for the Blind and Print Disabled, Library of Congress*; Columbus Metropolitan Library**; and the National Archives and Records Administration***:

1. Braille paper pages*
2. Glossy book pages**
3. Magazine pages**
4. Children's board book**
5. Archival folders***

Samples from each item were inoculated and placed inside the closed book or magazine. The items were then configured to mimic common storage conditions such as stacked or shelved books, or a pile of folders or magazines. (In Test 1, the items were not stacked.)

Results show that after two days of quarantine in a stacked configuration, the SARS-CoV-2 virus was not detectable on the archival folders.
After four days of quarantine in their stacked configuration, the virus was not detectable on the braille pages, glossy book pages, and board book.

The magazine pages showed a trace amount of virus at four days. Day four was the final timepoint tested.

This evaluation indicated that standard office temperature (68°F to 75°F) and relative humidity conditions (30 to 50 percent) may provide an environment that allows for the natural attenuation of SARS-CoV-2 present on these materials after two days of quarantine for archival folders and four days of quarantine for the book pages. Compared to the results of Test 1, the results of Test 2 indicate that a longer quarantine time for these types of cellulose-based paper materials may be required to render SARS-CoV-2 undetectable.

Test Methods

The items studied in Test 2 were not sterilized before testing. Battelle propagated the clinical isolate of the SARS-CoV-2 virus in-house, followed by characterization and testing to establish a certified titer. All testing was conducted within a biosafety level (BSL)-3 laboratory. Test coupons (N=5) and blank (N=1), per timepoint, were excised from each of the five library materials in 1.9 cm × 7.6 cm–sized coupons. Stock SARS-CoV-2 was applied as 10 10-µL droplets (100 µL total) on each coupon and allowed to dry at ambient laboratory conditions in a Class II biosafety cabinet (BSCII), as shown in Figure 1. Once dry, a set of test coupons were collected and processed (T0 samples) and the remainder of test coupons were moved to a Class III biosafety cabinet to maintain the desired ambient environmental conditions of 22 ± 2°C and relative humidity (RH) of 40 ± 10%. Actual conditions achieved were 21.8 ± 0.48°C and 42.8 ± 1.89% RH. All material coupons, after inoculation and subsequent drying, were placed back into the item from which they were collected, and the entire book or stack of material was placed into the environmentally controlled chamber for testing.

Figure 1. Inoculation of SARS-CoV-2 onto test materials (magazine–left; children's board book–right). After the inoculation, the extracted test coupons were placed back inside the closed item.

At the specified time points, the test coupons were removed from the environmental chamber and placed in 50-mL conical tubes (Fisher Scientific Cat. No. 14-959-49A, Waltham, MA, USA) and extracted with 10-mL complete cell culture media (Dulbecco's Modified Eagle Medium, Corning Cat. No. 10-010-CV, Corning, NY, USA) supplemented with 2% fetal bovine serum (Gibco Cat. No. 10082147, Carlsbad, CA, USA) and penicillin-streptomycin (Gibco Cat. No. 15140122) agitated on a platform shaker at 200 rotations per minute for 15 minutes.

During extraction process there was a potential for chemicals from the test materials, or adhesives contained within those materials, to leach into the extract liquid. Those chemicals could have had a deleterious cytopathic effects (CPE) on the cell culture monolayer. Since cell culture monolayers are needed for the median tissue culture infectious dose [TCID50] assay to quantitatively determine infectious virus, it is important that the extractant does not have

components other than the SARS-CoV2 that will cause CPE, since this will result in false positives (i.e., presence of infectious virus).

To mitigate the potential for chemically induced cytopathic effect, the extracts were transferred to a concentrator (Spin-X UF Concentrator, Corning Cat. No. CLS431491) and centrifuged until the approximately 10 mL starting volume was concentrated to approximately 0.5 mL. Approximately 10 mL fresh complete cell culture media was added to the concentrated sample (i.e., extracts) for the purpose of washing and removing any residual chemicals. Media was added to equilibrate all washed extracts to approximately 2 mL.

The limit of quantitation (LOQ) of this assay is 13.1 TCID50 units. Once below this threshold, the assay can no longer assign a quantitative value output; however, a qualitative assessment of the presence of infection can be observed through microscopic examination. Therefore, any values below LOQ, but positive for presence of virus, are assigned a value of 10 (indicating positive) to allow it to be resolved from 0 (indicating negative) presence of viral infection in the Vero cells.

The test sample extracts were assayed in Vero E6 cells (ATCC CRL-1586, Manassas, VA, USA), and after a 72-hour incubation at 37°C with 5% CO2, the TCID50 assay plates were observed for CPE. The test matrix covered five time (T, or day) points: T0, T1, T2, T3, and T4. As shown in Figures 2 and 3, at T0 a 2 to 4 log reduction (LR) was observed on all materials. Once dry, the rate of attenuation slowed and by day 4, all but magazine pages had attenuated below the level of detection for the assay, meaning no CPE was observed in the undiluted extract placed onto the Vero cells. While undetectable at day 3, trace amounts of SARS-CoV-2 were still observable on magazine test material at day 4. The reemergence of detectability on magazine pages at day 4 was the result of positive detection of virus (below LOQ) on only one of the five test coupons, which indicates low levels of persistence.

Total Log_{10} SARS-CoV-2 Recovered

Description	Inoculum[1]	T0[2]	1 Day	2 Day	3 Day	4 Day
Children's Board Book	5.26	2.55	1.30	1.06	0.78	< LOD
Archival Folder	5.26	1.30	0.87	< LOD	< LOD	< LOD
Braille Paper Page	5.26	1.82	0.82	0.78	0.26	< LOD
Glossy Book Page	5.26	3.16	2.45	0.87	0.57	< LOD
Magazine Page	5.26	2.13	1.31	0.26	< LOD	0.26

[1] Total number of virus applied to each material

[2] Total number of virus recovered after ~1hr dry period

Figure 2: Total Log_{10} SARS-CoV-2 Recovered at days 1, 2, 3 and 4

Communication: County Library Report - Jennifer Weeks, County Librarian (REPORTS)

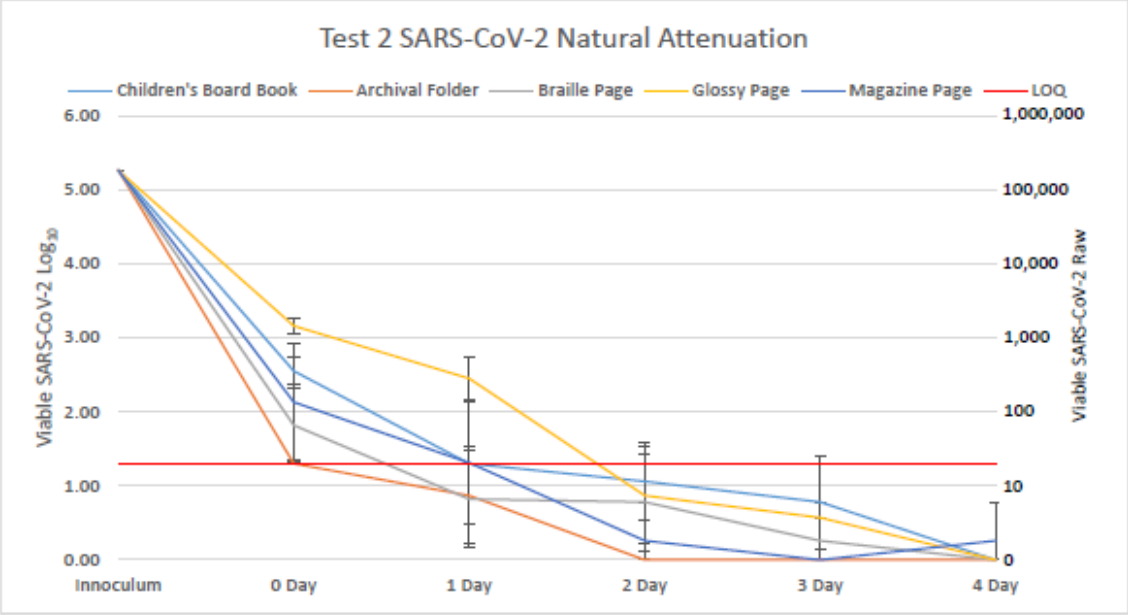


Figure 3. Test 2 attenuation of SARS-CoV-2 at days 1, 2, 3, and 4 ± 95% confidence interval. The confidence intervals are indicated by the black vertical bars for each test date and item.

About Battelle
Every day, the people of Battelle apply science and technology to solving what matters most. At major technology centers and national laboratories around the world, Battelle conducts research and development, designs and manufactures products, and delivers critical services for government and commercial customers. Headquartered in Columbus, Ohio since its founding in 1929, Battelle serves the national security, health and life sciences, and energy and environmental industries. For more information, visit www.battelle.org.

About OCLC
OCLC is a nonprofit global library cooperative providing shared technology services, original research and community programs so that libraries can better fuel learning, research and innovation. Through OCLC, member libraries cooperatively produce and maintain WorldCat, a comprehensive global network of data about library collections and services. Libraries gain efficiencies through OCLC's WorldShare, a complete set of library management applications and services built on an open, cloud-based platform. It is through collaboration and sharing of the world's collected knowledge that libraries can help people find answers they need to solve problems. Together as OCLC, member libraries, staff and partners make breakthroughs possible.

Communication: County Library Report - Jennifer Weeks, County Librarian (REPORTS)

Library, Culture, and Arts Commission Report, August 4, 2020
Heather Geddes, Community Librarian

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Library July Statistics

Morgan Hill Curbside Appointments: 2,487

Lunch at the Library Meals Served: 7,103

Library News

The library's new addition will be completed in August. We are planning to give patrons a preview of the space with a virtual grand opening.

As part of this project the city will be repainting our building exterior later this summer. The color palette will include more greens and tans.

Although the library is closed, our Lunch at the Library program will continue this school year, providing healthy meals to children and families all year long.

July Highlights

All of our library employees are focused on providing Curbside Services to Morgan Hill residents. Each day we are getting hundreds of items ready for patrons in our city and across the library district. Patrons are also now able to pick up a select number of bestselling books and movies when they stop by the library for curbside services. To make Curbside Services more convenient for parents we are offering surprise bundles of picture books, board books and readers.

In addition, we are offering free books and Tech Museum passes to children that have completed our Summer Reading Challenge. Adults and Teens are also receiving prizes.

Upcoming Virtual Library Events

Weds Aug 5 2pm – Laughter Yoga for Stress relief, Resilience, and Well Being

Thurs Aug 6 2pm – Flipster, RBdigital & Pressreader Safari Tour

Thurs Aug 6 6 5:30pm – College Essays in 2020: Why College Essays Mater More Than Ever

Weds Aug 12 7pm – Master Gardeners: Gardening in Late Summer

Communication: Morgan Hill Library Report - Heather Geddes, Community Librarian (REPORTS)

Morgan Hill Historical Society

Preserving and sharing the history of Morgan Hill, and its environs, to inspire a sense of community.

August 4, 2020

Re: Monthly Report to Library Cultural and Arts Commission

Dear Commissioners,

On behalf of the Society, I would like to share this brief report.

We have an official change in two officer positions, Roger Knopf is now President and Linnie Lee is Secretary.

The Society remains healthy and continues to maintain Villa Mira Monte. The site remains closed to the public until COVID-19 guidelines make it safe for our volunteers and visitor to return.

The closure has impacted our fundraising events which significantly impacts our budget, like many others in our community.

We have formed a committee to address Social and Racial Injustice supporting the Black Lives Matter movement. The Society is looking to collaborate with other community groups to engage in a community conversation.

By the end of this month we will have completed the 2018 County Grant work for replacement or repairs to roof, south wall and veranda.

Respectfully submitted,

Kathy Sullivan, Director

Communication: Morgan Hill Historical Society Report - Kathy Devine, Museum Director (REPORTS)

DRAFT

CITY OF MORGAN HILL

Meeting Minutes
Library, Culture, and Arts Commission

Poonam Chabra	-	*Chair*
Suman Ganapathy	-	*Vice Chair*
Bob Benich	-	*Commissioner*
Jake Thompson	-	*Commissioner*
Paul Lake	-	*Commissioner*
Katie Khera	-	*Commissioner*
	-	

Tuesday, July 7, 2020 7:00 pm

Council Chamber
17555 Peak Avenue, Morgan Hill, CA 95037

MEETING GUIDELINES

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CALL TO ORDER

ROLL CALL ATTENDANCE

Minutes Acceptance: Minutes of Jul 7, 2020 7:00 PM (BUSINESS)

Attendee Name	Title	Status	Arrived
Poonam Chabra	Chair	Present	
Suman Ganapathy	Vice Chair	Present	
Bob Benich	Commissioner	Excused	
Jake Thompson	Commissioner	Present	
Paul Lake	Commissioner	Present	
Katie Khera	Commissioner	Present	

DECLARATION OF POSTING OF AGENDA

Per Government Code 54954.2

PUBLIC COMMENT

None

ADOPTION OF THE AGENDA

Motion Ganapathy, Second Lake

Adopt agenda and move Item 6 ahead of Item 1

Approved 5-0

REPORTS

1. **COUNTY LIBRARY REPORT - JENNIFER WEEKS, INTERIM COUNTY LIBRARIAN**

   Provided by Chris Brown, Deputy County Librarian

2. **MORGAN HILL LIBRARY REPORT - HEATHER GEDDES, COMMUNITY LIBRARIAN**

   Provided by Heather Geddes, Community Librarian

3. **FRIENDS OF THE MORGAN HILL LIBRARY REPORT - VICKY READER, FRIEND'S PRESIDENT**

   Provided by Heather Geddes, Community Librarian

4. **MORGAN HILL HISTORICAL SOCIETY REPORT - KATHY DEVINE, MUSEUM DIRECTOR**

   No Report

5. **CITY OF MORGAN HILL REPORT (VERBAL) - CHRIS GHIONE, PUBLIC SERVICES DIRECTOR**

   Provided by Chris Ghione, Public Services Director

BUSINESS

6. **WINDOW ART CONTEST UPDATE**

   Commission Ganapathy recognized contest winners and those developing the contest.

Minutes Acceptance: Minutes of Jul 7, 2020 7:00 PM (BUSINESS)

7. APPROVE THE MAY 5, 2020 MEETING MINUTES

Recommendation:

Approve Minutes.

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Katie Khera, Commissioner
SECONDER:	Jake Thompson, Commissioner
AYES:	Chabra, Ganapathy, Thompson, Lake, Khera
EXCUSED:	Benich

8. WORK PLAN UPDATES

Recommendation:

1. Commissioners to provide updates on Work Plan items.
2. Commissioners to begin working on updating Work Plan items for the current Fiscal Year.

Provided comments on current Work Plan, postponed work on new Work Plan to wait for new commissioners to join the Commission.

RESULT:	**ACCEPTED**

9. COMMISSION DISCUSSION AND UPDATES ON EVENTS AND FUNDRAISING ACTIVITIES

Commissioners decided to cancel the international festival 2020 due to Covid-19.

ANNOUNCEMENTS

FUTURE COMMISSION AGENDA ITEMS:

ADJOURNMENT

8:25pm

Minutes Acceptance: Minutes of Jul 7, 2020 7:00 PM (BUSINESS)

CITY OF MORGAN HILL

LIBRARY, CULTURE, AND ARTS COMMISSION STAFF REPORT
MEETING DATE: August 4, 2020

PREPARED BY: Chris Ghione, Public Services Director
APPROVED BY: Chris Ghione, Public Services Director

WORK PLAN UPDATES

RECOMMENDATION(S)

1. Commissioners to provide updates on Work Plan items.
2. Commissioners to begin working on updating Work Plan items for the current Fiscal Year.

REPORT NARRATIVE:

This item is intended to allow commissioners to discuss progress on the items outlined within the Fiscal Year 2019/20 Work Plan. The Work Plan was approved by the City Council on June 26, 2019.

The Commission has also requested that the Work Plan be updated for the current fiscal year. Upon update by the Commission the Work Plan will be reviewed by the City Council.

LINKS/ATTACHMENTS:

1. LCAC 2019-2020 Workplan Final

Library, Culture & Arts Commission

FY 2019-20 Work Plan

Approved by City Council on June 26, 2019

Overall Mission: To assist the City Council in accomplishing its goals by fostering an environment conducive to and supportive of the arts, culture, and life-long learning in Morgan Hill, working with existing community groups to promote resources, and facilitate partnerships.

Project Area	City Council Goal Supported	Staff Resources Required	Specific Task / Commissioners Assigned
Community Outreach	Supporting our Youth, Seniors and Entire Community Enhancing Diversity and Inclusiveness Community Engagement and Messaging	PS Director (minimal) CS Supervisor (Moderate) Recreation Manager (minimal)	(1) Participate with other groups to support community outreach and support arts and culture in the community (including Valle del Sur, El Toro Arts, SV Creates, Poppy Jasper Film Festival, Morgan Hill Diwali Festival) (All) (2) Explore development of a calendar relating to library, culture and arts events (Khera/Thompson) (3) Review opportunities to fund local public access cable television (Benich) (4) Explore opportunities for art programming in conjunction with the new Morgan Hill Magical Bridge Playground. (Khera/Thompson/Chabra) (5) Review City Commission website for opportunities for improvement and explore use of social media for promotion of Commission initiatives (Khera/Ganapathy/Chabra) (6) Explore opportunities for youth engagement in the arts (Khera)
Permanent and Proposed Public Art	Supporting our Youth, Seniors and Entire Community Preserving Our Cultural Heritage	PS Director (minimal) CS Supervisor (minimal) CS Coordinator (minimal) Maintenance Coordinator (minimal)	(1) Partner with local Artists to display their work. Review the possibility of implementing a utility box art program or other programs (doors, walls, etc.) (Ganapathy/Thompson) (2) Form subcommittees as needed to support specific art requests that come forward (All) (3) Explore opportunities for developing a Commission Budget to fund arts and culture (Khera/Thompson) (4) Review art inventory and complete updates to historical items list (Benich) (5) Explore the options and feasibility of creating an artist registry (Ganapathy/Chabra)

Attachment: LCAC 2019-2020 Workplan Final (2836 : Work Plan Updates)

Project Area	City Council Goal Supported	Staff Resources Required	Specific Task / Commissioners Assigned
Art and Culture Events	Supporting our Youth, Seniors and Entire Community Enhancing Diversity and Inclusiveness	PS Director (minimal) CS Coordinator (minimal) CS Supervisor (minimal)	(1) Facilitate the Art a la Carte event (Benich is the lead/all members will support) (2) Explore opportunity to partner with artists on a children's art show (Khera/Chabra) (3) Evaluate the opportunity to create an international festival utilizing entertainment and food from various cultures (Chabra/Ganapathy)
Library Outreach and Support	Supporting our Youth, Seniors and Entire Community Enhancing Diversity and Inclusiveness	Library Staff (moderate) Senior Project Manager (moderate)	(1) Support Library outreach and advocacy as needed (All) (2) Coordinate Commissioner's Corner in Library to provide book recommendations (Khera) (3) Participate in annual Library Commissioners Forum (All) (4) Support incorporation of Children's art into the Library (Lake/Chabra) (5) Explore other opportunities for Library art contests in other media (examples: poetry, photography, literature) (Ganapathy)
Support of Historical Resources	Preserving our Cultural Heritage	PS Director (minimal) CS Supervisor (minimal)	(1) Explore opportunities for the Commission to support the Morgan Hill Historical Society partnership (Ganapathy/Crawford) (2) Support outreach and advocacy for the Historical Society as needed (All)

Staff Resources Required:
0-50 hours: Minimal; 51-100 hours: Moderate; 100+ hours: Significant

Attachment: LCAC 2019-2020 Workplan Final (2836 : Work Plan Updates)