



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, December 1, 2020 7:00 pm

Council Chamber
17555 Peak Avenue, Morgan Hill, CA 95037

MEETING INFORMATION

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

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, PRESIDENT**
4. **MORGAN HILL HISTORICAL SOCIETY REPORT - KATHY SULLIVAN, DIRECTOR**
5. **CITY OF MORGAN HILL REPORT (VERBAL) - CHRIS GHIONE, PUBLIC SERVICES DIRECTOR**

BUSINESS

6. **APPROVE THE OCTOBER 6, 2020 MEETING MINUTES**

Recommendation:

Approve Minutes.

7. **DISCUSSION ON POPPY JASPER ART**
8. **WORK PLAN UPDATES**

Recommendation:

Commissioners to provide updates on Work Plan items.

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.

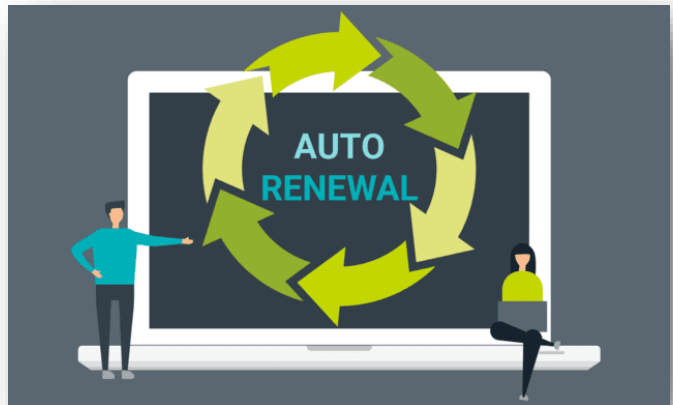
AMERICANS WITH DISABILITIES ACT (ADA)

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.

December 2020
Library Stakeholder Report
Jennifer Weeks, County Librarian

Introducing Auto-Renewal

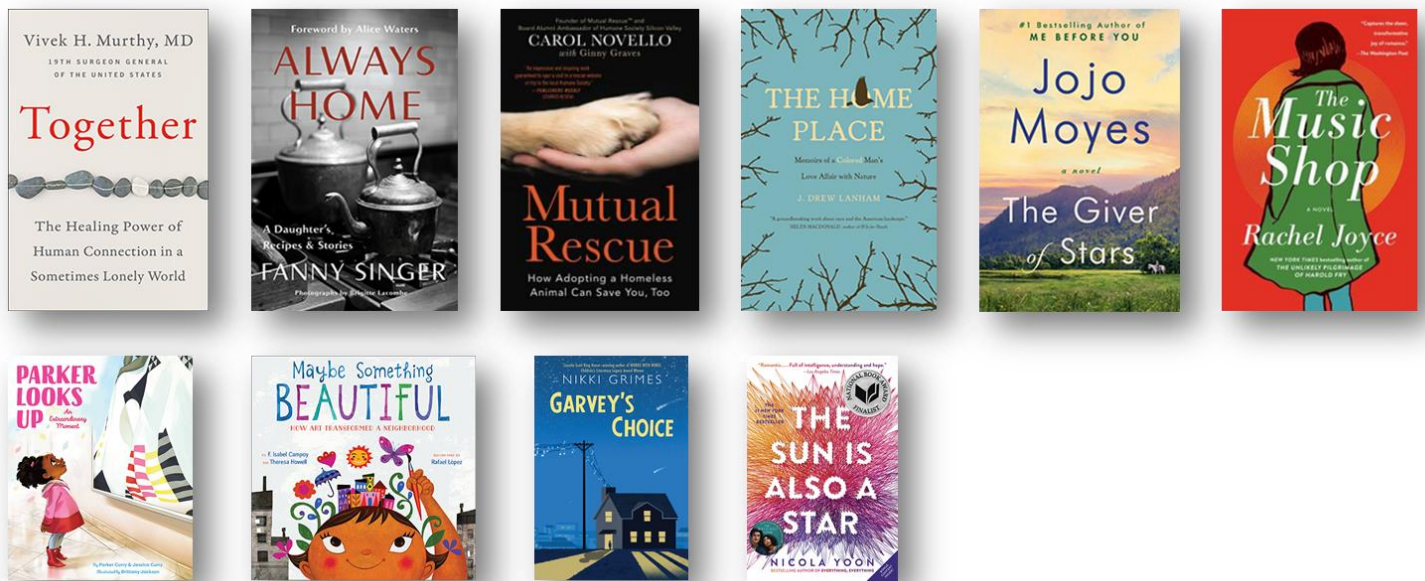
SCCLD is continuously researching ways to make library services even more convenient for our patrons. A new feature coming Dec. 1 is material auto-renewal. If you have a physical item checked out that is eligible for renewal, your item(s) will automatically renew and a notification with the new due date will be sent. In addition, SCCLD has increased the number of possible renewal times to five. Please note that some items are not eligible for renewal including Interlibrary Loan materials, items with more holds than available copies, or items that have been borrowed the maximum amount of times (five). Check the [website](#) for the complete list.



Silicon Valley Reads 2021

Covid-19 upended the world at the beginning of 2020, and a new normal is ever evolving. As we adjust to the changes, we are valuing, more than ever, our relationships. Our connections with each other and with things that provide comfort give us a sense of security in a world that sometimes feels out of control.

Silicon Valley Reads 2021 features a selection of books centered on this theme of “Connecting” – the universal human ability to build resilience by looking for people, places and things that provide comfort and joy during tough times. Each book approaches the concept of connecting from a different vantage point such as nature, music, food, animals, books and relationships. We hope that through these books, everyone can find a connection and enhance their sense of well-being.



There are virtual events for all ages planned centered around the theme of Connecting.

The **virtual kickoff event is scheduled for Thursday, January 28**. Details will be forthcoming. Visit www.siliconvalleyreads.org for more information.

SCCLD Priorities

SCCLD continues to stay focused on providing critical and relevant library services in this ever-changing environment. As we close out the calendar year, here is a snapshot of the priorities guiding our work.

CURRENT PRIORITIES

✓ Staff Wellness & Safety ✓ Disaster Service Worker ✓ Contact Tracer STAFF DEVELOPMENT & SUPPORT 	✓ Public Information ✓ Expanded Online Resources ✓ Expanded Digital Library WEBSITE UPDATES & ONLINE LIBRARY 	☐ <i>Convenient automatic material renewals</i> ☐ <i>Contactless online card renewals</i> ☐ <i>New Library App for Patrons</i> ✓ Phone, email & chat services REMOTE ACCOUNT & REFERENCE SERVICES 
✓ Curbside Services ✓ Hold Services ✓ Lobby Services under county social distancing protocol COLLECTION ACCESS 	✓ Early learning & literacy - <i>Virtual storytime project</i> ✓ Reading - <i>Silicon Valley Reads</i> - <i>Distinguished Author Series</i> ✓ Civic engagement - Voting ✓ Wellness ✓ Adult literacy: ELL, Conversation Club VIRTUAL DISTRICT WIDE PROGRAMS 	✓ Expanded parking lot WiFi ☐ <i>Connectivity for students</i> - <i>MHUSD</i> ☐ Digital Literacy - <i>Milpitas</i> ✓ Library computer access COMPUTER AND WIFI 

EMERGING PRIORITIES

✓ Career Online High School ✓ First 5 Family Resource Center ✓ Student meal program ✓ <i>Virtual homework help</i> ✓ Workplace development ✓ <i>Student support: eAccounts & Portal</i> SUPPORT STUDENTS 	✓ Bookmobile & delivery models - <i>BookDash</i> ☐ Digital library access in the community ✓ Public Safety Power Shutoff, Heating/Cooling Center, Clean Air Center SYSTEM ACQUISITIONS & DEVELOPMENT 	☐ <i>Efficiency in acquisitions</i> ✓ Expanded access to materials: Book bundles, Grab & Go ☐ Planning for building access MATERIAL & BUILDING ACCESS 	☐ <i>Eliminate the barrier of fines for all ages – January 2021</i> FINE FREE 
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Purple – in progress

☐ In planning

✓ Implemented

Save the Date:

- ❖ Library [Joint Powers Authority Board meeting](#): Thursday, January 28, 2021 at 12pm
- ❖ Silicon Valley Reads Kickoff Event: Thursday, January 28, 2021 at TBD
- ❖ 18th Annual Friends, Foundations, Endowment & Commissioners Forum: Saturday, February 6, 2021 at 9am (Virtual) – By invitation only

Adapt & Adopt: Strategies for Success

Special Guest Presenter: Carol Novello – Founder of Mutual Rescue: Board Alumni Ambassador and former President of Humane Society Silicon Valley

November 2020

MORGAN HILL LIBRARY

Wow: Look What Happened in November

- ❖ Bringing literacy into the community during the pandemic. Books given to 48 children at Park Place, Crest , Royal, and Jasmine Square apartments.
- ❖ Friends of the Library Bargain Book Sale Corner is back.
- ❖ Thank You to Circulation Supervisor, Belinda Phillips for 20+ years of service to the library. Did you know our staff has over 200 years of combined library experience!

"I'm thrilled, we got so much more than I expected today" – New library user getting food & books for her family

I'm so happy you're here. I love getting DVD's at the library. So much easier than dealing with streaming movies and poor Internet. – Community Member



Activity in November

Programs: 53 district wide

Attendance: 1830 views

Checkouts: 27,013

Borrowers: 1792

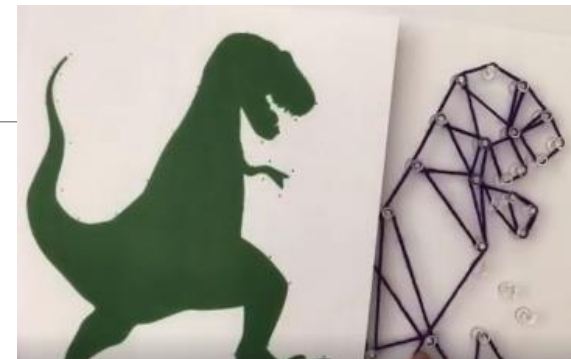
Visitors: 3,368

New October Cards: 93

Meals Served: 4274



9% circ.
increase



What value does the library provide?

Adult & YA Books	\$	111,360.00
Children's Books	\$	89,328.00
Audiobooks	\$	6,225.00
Ebooks	\$	38,800.00
Movies	\$	34,686.00
CDs	\$	2,179.05
October Check Out Value	\$	282,578.05



Source: <http://www.ala.org/advocacy/library-value-calculator>

Coming in December

Saturday Dec. 5th 3pm : *Stories from the Past*

Personal accounts of diverse people with deep roots in south Santa Clara County.

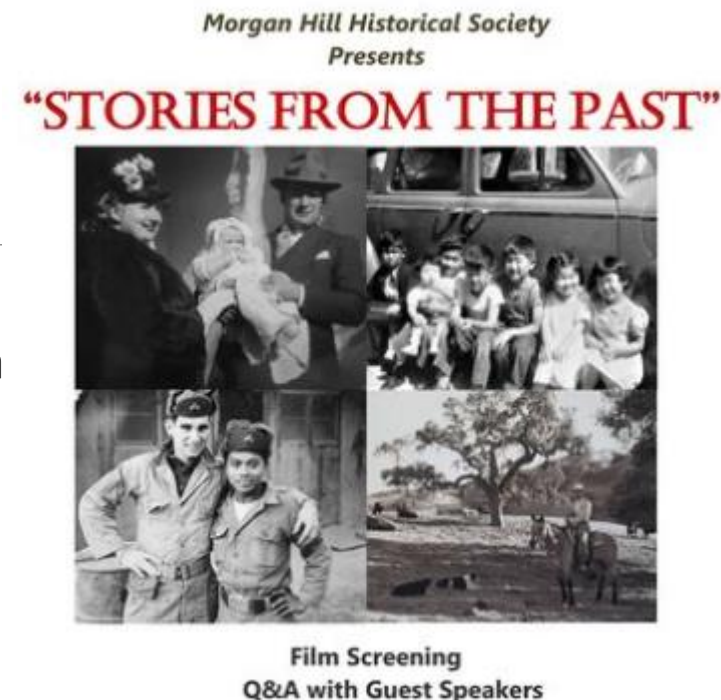
Tuesday Dec. 8th 7pm : *Beating the blues*

Suggestions to manage Covid related holiday stress

Monday Dec. 14th 4pm – *The Story of Ebenezer Scrooge*

Join Traveling Lantern Theatre to see their performance of this classic holiday story.

Tuesday Dec. 15th 7pm – *Master Gardener's: Blueberries in Abundance*



Did you know?

If you're planning on making big purchases this Christmas, make sure you do your research first. SCCLD can help you. We offer free digital access to Consumer Reports.

Consumer Reports is a well-known, trustworthy research magazine for evaluating consumer products.

The digital version is available through our eMagazine resource, Flipster (<https://scclld.org/resource/flipster/>).





Discover Movies, Music and More

Each week our [Movies and Music Topic Team](#) shares their recommendations with patrons through lists of entertainment links; including movies, music, television, and more available at the library.

DRAFT



Meeting Minutes Library, Culture, and Arts Commission

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

Tuesday, October 6, 2020 7:00 pm

**Council Chamber
17555 Peak Avenue, Morgan Hill, CA 95037**

MEETING INFORMATION

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CALL TO ORDER

7:04pm

ROLL CALL ATTENDANCE

Attendee Name	Title	Status	Arrived
Poonam Chabra	Chair	Present	
Suman Ganapathy	Vice Chair	Present	
Jake Thompson	Commissioner	Present	
Paul Lake	Commissioner	Present	
Katie Khera	Commissioner	Present	
Emily Borchers	Commissioner	Present	
Patrice Lyn	Commissioner	Present	

DECLARATION OF POSTING OF AGENDA

Per Government Code 54954.2

PUBLIC COMMENT

None

ADOPTION OF THE AGENDA

Motion Ganapathy, Second Lake, approved 7-0

REPORTS

1. COUNTY LIBRARY REPORT - COUNTY LIBRARIAN

Provided by Chuck Griffin, Administrative and Financial Services Director

2. MORGAN HILL LIBRARY REPORT - COMMUNITY LIBRARIAN

Heather Geddes, Community Librarian

3. FRIENDS OF THE MORGAN HILL LIBRARY REPORT - FRIENDS PRESIDENT

No Report

4. MORGAN HILL HISTORICAL SOCIETY REPORT - MUSEUM DIRECTOR

No Report

5. CITY OF MORGAN HILL REPORT - PUBLIC SERVICES DIRECTOR

Provided by Chris Ghione, Public Services Director

BUSINESS

6. APPROVE THE SEPTEMBER 1, 2020 MEETING MINUTES

Recommendation:

Approve Minutes.

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Paul Lake, Commissioner
SECONDER:	Katie Khera, Commissioner
AYES:	Chabra, Ganapathy, Thompson, Lake, Khera, Borchers, Lyn

7. DRAFT WORK PLAN APPROVAL

Recommendation:

Approve Draft Work Plan for 2019/20 Fiscal Year for review by the City Council.

Work Plan Adopted with updates

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Suman Ganapathy, Vice Chair
SECONDER:	Paul Lake, Commissioner
AYES:	Chabra, Ganapathy, Thompson, Lake, Khera, Borchers, Lyn

8. TEAL PUMPKIN CONTEST INQUIRY

Created sub-committee to support contest. Sub-committee members Chabra, Ganapathy, and Lyn.

ANNOUNCEMENTS

FUTURE COMMISSION AGENDA ITEMS:

Invite Anthony Stenberg to discuss Poppy Jasper Art

ADJOURNMENT

8:13pm



LIBRARY, CULTURE, AND ARTS COMMISSION STAFF REPORT

MEETING DATE: December 1, 2020

PREPARED BY: Chris Ghione, Public Services Director

APPROVED BY: Chris Ghione, Public Services Director

WORK PLAN UPDATES

RECOMMENDATION(S)

Commissioners to provide updates on Work Plan items.

REPORT NARRATIVE:

This item is intended to allow commissioners to discuss progress on the items outlined within the Fiscal Year 2020/21 Work Plan. The Work Plan was approved by the City Council on November 4, 2020.

LINKS/ATTACHMENTS:

1. LCAC 2020-2021 Workplan Final

Library, Culture & Arts Commission
FY 2020-2021 Work Plan
 Approved by City Council 11.4.20

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)	(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, Coyote Creek Music Festival, Morgan Hill Art School, DTA Wine Art and Music Stroll, SJMA Let's Look at Art, Movimiento de Arte y Cultura Latino Americana) (All) (2) Explore development of a calendar relating to library, culture and arts events (Khera/Thompson) (3) Explore opportunities for art programming in conjunction with the new Morgan Hill Magical Bridge Playground. (Khera/Thompson/Chabra) (4) Review City Commission website for opportunities for improvement and explore use of social media for promotion of Commission initiatives (Khera//Chabra/Borchers) (5) Explore opportunities for youth engagement in the arts (Khera) (6) Develop outreach program to the Latinx community through art programming (Lake/Lyn) (7) Develop open art studio program (physical or virtual) (Lake/Ganapathy/Borchers/Lyn)
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 (Lake/Chabra are the leads/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 (All)

Attachment: LCAC 2020-2021 Workplan Final (2940 : Work Plan Updates)

Project Area	City Council Goal Supported	Staff Resources Required	Specific Task / Commissioners Assigned
Permanent and Proposed Public Art	Supporting our Youth, Seniors and Entire Community Preserving Our Cultural Heritage	PS Director (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/Chabra/Borchers/Lyn) (2) Form subcommittees as needed to support specific art requests that come forward (All) (3) Review art inventory and complete updates to historical items list (Borchers/Lyn) (4) Explore the options and feasibility of creating an artist registry (Ganapathy//Khera/Borchers/Lyn) (5) Develop google map of existing public art (Borchers)
Library Outreach and Support	Supporting our Youth, Seniors and Entire Community Enhancing Diversity and Inclusiveness	Library Staff (moderate)	(1) Support Library outreach and advocacy as needed (All) (2) Coordinate Commissioner's Corner in Library to provide book recommendations (Khera/Ganapathy/Lyn) (3) Participate in annual Library Commissioners Forum (All) (4) Support incorporation of Children's art into the Library (Lake/Chabra/Lyn) (5) Explore other opportunities for Library art contests in other media (examples: poetry, photography, literature) (Ganapathy/Borchers/Lyn)
Support of Historical Resources	Preserving our Cultural Heritage	PS Director (minimal)	(1) Explore opportunities for the Commission to support the Morgan Hill Historical Society partnership (Ganapathy/Lyn) (2) Support outreach and advocacy for the Historical Society as needed (All)

Staff Resources Required:

0-30 hours: Minimal; 31-60 hours: Moderate; 60+ hours: Significant