

SVLS Administrative Council Meeting

Agenda

October 15, 2021

11:00 a.m. via Zoom

<https://us02web.zoom.us/j/89165320844?pwd=anZvWVdBKzFyOTdRTWF5bGR3a0pWZz09>

Meeting ID: 891 6532 0844 Passcode: 909191

Call-in Option: (669) 900-6833

- I. Call to Order and Introductions
- II. Approval of Consent Calendar (Action Item)
 - A. Adoption of Agenda Gray
 - B. Approval of the July 23, 2021 Minutes Gray Attachment 1, pg. 3
- III. Old Business
 - A. SVLS Technical Services Group Update Lai
 - B. COVID-19 Updates Gray
- IV. New Business
 - A. Consideration of 2022 Contribution to *Silicon Valley Reads* (Action Item) Frost Attachment 2, pg. 7
- V. Reports
 - A. *Silicon Valley Reads* Weeks
 - B. PLP Executive Committee Update Gray
 - C. Report of System Administration Frost
- VI. Agenda Building and Location for Next Meeting on January 21, 2022
- VII. Public Comment (Individuals are allowed three minutes, groups in attendance five minutes. It is a system policy to refer matters raised in this forum to staff for further investigation or action if appropriate. The Brown Act prohibits the Administrative Council from discussing or acting on any matter not agendaized pursuant to state law.)
- VIII. Announcements and Reports from Libraries
- IX. Adjournment

Brown Act: The legislative body of a local agency may use teleconferencing in connection with any meeting or proceeding authorized by law. Cal. Gov't Code § 54953(b)(1). A "teleconference" is "a meeting of a legislative body, the members of which are in different locations, connected by electronic means, through either audio or video, or both." Cal. Gov't Code § 54953(b)(4). A local agency may provide the public with additional teleconference locations. Cal. Gov't Code § 54953(b)(4).

The teleconferenced meeting must meet the following requirements:

- (1) it must comply with all of the Act's requirements applicable to other meetings;
- (2) all votes must be taken by roll call;
- (3) agendas must be posted at all teleconference locations and the meeting must be conducted in a manner that protects the statutory and constitutional rights of the parties or public appearing before the body;
- (4) each teleconference location must be identified in the notice and agenda and each location must be accessible to the public;
- (5) during the teleconferenced meeting, at least a quorum of the members of the legislative body must participate from locations within the boundaries of the body's jurisdiction; and
- (6) the agenda must provide the public with an opportunity to address the legislative body at each teleconference location. Cal. Gov't Code § 54953(b).

Meeting Locations:

Los Gatos Public Library, 100 Villa Avenue, Los Gatos, CA 95030
 Mountain View Public Library, 585 Franklin Street, Mountain View, CA 94041
 Palo Alto City Library, 270 Forest Avenue, Palo Alto, CA 94301
 San Jose Public Library, 150 E. San Fernando Street, San Jose, CA 95112-3580
 Santa Clara City Library, 2635 Homestead Road, Santa Clara, CA 95051
 Santa Clara County Library District, 1370 Dell Avenue, Campbell, CA 95008
 Sunnyvale Public Library, 665 West Olive Avenue, Sunnyvale, CA 94086
 SVLS/PLP Office, 32 West 25th Avenue, Suite 201, San Mateo, California 94403

SVLS Administrative Council Meeting

July 23, 2021
10:00 a.m. via Zoom

Council:

Tracy Gray, Chair, Mountain View Public Library
 Ryan Baker, Los Gatos Public Library
 Gayathri Kanth, Palo Alto City Library
 Jill Bourne, San Jose Public Library
 Cynthia Bojorquez, Santa Clara City Library
 Jennifer Weeks, Santa Clara County Library District

System Staff:

Carol Frost, PLP
 Yemila Alvarez, PLP

I. Call to Order and Introductions

The meeting was called to order at 10:02 a.m. by Chair Gray. The libraries shared introductions.

II. Approval of Consent Calendar**A. Adoption of Agenda****B. Approval of the April 16, 2021 Minutes**

The Consent Calendar was approved unanimously as presented via roll-call vote. (M/S Baker/Weeks)

III. Old Business**A. SVLS Technical Services Group Update**

The group held a meeting on June 4 and more PLP libraries have shown interest in the International Languages Sharing project. The group has discussed handling electronic resources post-pandemic and has exchanged thoughts on what could be added going forward.

B. COVID-19 Updates

Chair Gray requested updates on hours, mask guidelines, programming, seating, and services being offered. Mountain View services are back to regular operations and seating. The bookmobile will not be in service until September or October. They are still trying to fill some of the hourly staffing that is vacant. They are planning to add outdoor programs in September and hoping to be offering in-library programming in October. Mountain View has gone in the direction of self-attestation for vaccination and signage indicates masks are recommended. Twice when serving as a cooling center, they have had to require masks. In general, most staff has opted to continue wearing masks. Los Gatos is open 10am-6pm seven days a week, which is an increase in hours from pre-pandemic. Prior to the pandemic there were multiple

desks they were trying to staff and since then, they have cut down to a single service point, which has allowed the increase. Full seating has been added back in the Library and they also have begun outdoor programming. They are enforcing mask-wearing in the libraries. Santa Clara City will be opening up libraries in August. They will be open for full services but community and study rooms will remain closed, partially because they are serving as voting centers for the elections. They also continue to offer COVID-19 testing. They are launching outdoor storytimes in August and have restored book sales. They have no estimated date to resume indoor programming. They are still enforcing mask-wearing in libraries. City staff will be working staggered schedules with most people teleworking and being in-building only two days a week. Santa Clara County Library District is open 10am – 6pm Monday through Saturday and is hoping to restore full hours in September. The County has concerns regarding the recent surges in COVID-19 cases and is exploring requiring vaccinations for all staff. County Library staff are 80% vaccinated. Libraries are still enforcing mask-wearing in all buildings, and are fully open other than community rooms, which remain closed. Bookmobile services have resumed as well and most libraries are considering outdoor programming. Libraries are not anticipating resuming any indoor programming until late this year if at all. The District is working on hiring for several vacancies and still has several staff working as disaster services workers. Palo Alto's City Council has been able to restore some library funding so hours for the libraries can be restored. The Library is hoping to begin filling some of the positions that have been restored. Three locations have resumed services and they are hoping to open the smaller two libraries soon. Palo Alto is not currently requiring masks except in the children's library. The City, however, has reinstated mask mandates for all City facilities, so libraries will all be requiring masks beginning next week. They have begun outdoor storytime programming and are slowly restoring seating in their facilities. San Jose's branches are all open but at reduced hours, pending several vacancies that need to be filled. The King Library is reopening August 2nd in alignment with San Jose State University. The libraries have been offering outdoor programming and are hoping to add in-library programming in September assuming no further outbreaks. Staff masking is required, but public masking is just recommended. The County may be moving back towards being mandated and is in conversations about this. The Library is exploring teleworking for non-public facing positions on a 60-40 split of in-office vs. remote working. The Library has also been given several citywide support roles and projects, and it is working to determine how to balance this with reopening.

IV. New Business

A. Telecommuting Policies

Chair Gray opened the item for discussion, stating that Mountain View's citywide telecommuting emergency policy ends soon. The City has come up with a new policy for staff. For the Library there is an option of two days a week or occasional remote work, and library managers have been in discussions about what is feasible being a public building open 60 hours a week. The Library will be making an attempt to

approve some of the positions that are able to work remotely, and there are some positions that will not be able to telecommute. Palo Alto is also discussing remote work and the City is developing a remote-working policy. Staff are also exploring alternate work schedules, such as 9/80 work schedules for all staff that want this schedule. Palo Alto is also exploring occasional telework for staff. Los Gatos has a policy for telework that favors some positions over others and is not very workable for Library staff, so all staff have been brought back. Some staff have positions that could enable telework but have not requested to do so. There has been no feedback from bargaining units surrounding this issue. San Jose is looking at ways to maintain some elements of teleworking going forward, including meeting with Zoom to see if they can develop a version of their platform that could work well for tele-reference. The City has also been discussing how to repopulate City Hall. The Library is currently exploring remote work opportunities, but as there has been no guidance from City Hall in terms of restrictions, is developing some of its own plans around this keeping equity in mind. Any of the units that do not provide direct public service and several IT staff have been teleworking throughout the pandemic, so there has always been teleworking in place. Santa Clara City did an inventory of all employees and has reviewed work schedules during the COVID-19 pandemic to explore what could be done after reopening. The City as a whole will be in a hybrid model of remote and in-person work for the time being. The Library recognizes that each department and unit may be different but the intent is that everyone will be in the Library at least two days a week; and if their work allows, they would approve remote work at least through the end of the calendar year. Santa Clara County Library District is all back to 100% in-person work and they currently are not exploring incorporating telework. It is a safety and equity issue for the Library. There is a County telework policy that the Library can lean on but very few Library staff have requested this.

V. Reports

A. *Silicon Valley Reads*

Weeks presented the item sharing the report created by program manager Reid Myers and reviewing activities in detail. There were challenges in moving the program completely online, which included privacy and copyright issues. Moving forward, the program is considering retaining hybrid options because of the high attendance it enabled. The website for the program also saw higher view counts. The Advisory Board will meet in August and is considering themes and book selection for 2022.

B. PLP Executive Committee Update

The PLP Executive Committee met June 21st. They accepted the annual audit and also determined priorities for the Innovation Grants. Additionally, the PLP workplan was approved. They reviewed all of the contracts for PLS and PLP and then also reviewed and approved the PLP budgets.

C. Report of System Administration

On July 29th PLP will be having a Brown Bag Discussion just for Directors and their Executive teams discussing remote work. The Innovation Grants application period has opened and will close on August 27th. CLSA funding has been restored and PLP will be releasing those funds soon. Frost mentioned the Emergency Connectivity Fund (ECF) options that are available. There were questions about discussing privacy issues with the FCC and a response that the State Library is having conversations but we have not received any updates. There were questions about whether there are ways to coordinate efforts for the funding that is being made available and a response that the State Library may be releasing guidelines around the ARPA funding soon, and this could be an opportunity for collaborative requests. Frost shared additional information for ECF and feedback from a Director that the process would be very laborious and would require patron self-attestation that the devices are the only way they have access to the internet, and significant documentation of library patrons using the devices which presents privacy and logistical concerns. San Jose mentioned that they are applying since they have been doing a lot of this work through the City already and have been able to create partnerships. Devices will mostly be distributed through the school district. They would be happy to share the application process and have been in discussions with several telecommunications companies that are eager to work with libraries.

VI. Agenda Building and Location for Next Meeting on October 15, 2021

A. In-person with option to call-in – Gray will decide format and location

B. Funding opportunities for ARPA

VII. Public Comment

There was no public comment.

VIII. Announcements and Reports from Libraries

The libraries shared announcements. Santa Clara City shared Patty Wong will be the new Director for Santa Clara City Library beginning October 3.

IX. Adjournment

The meeting was adjourned at 11:20 a.m. by Chair Gray.

To: Silicon Valley Library System Administrative Council
From: Carol Frost
Subject: Consideration of 2022 SVLS Contribution to Silicon Valley Reads
Date: October 15, 2021

Background

Silicon Valley Reads has been offering the One Book, One Community program since 2003. The Silicon Valley Library System Administrative Council has financially supported this event by annually allocating \$5,000. It was approved several years ago that ongoing annual support of \$5,000 would be automatically continued, and so no annual action had been taken by the Council for approval for several years.

At the November 2020 meeting, the Council approved allocating \$5,000 to Silicon Valley Reads.

The 2022 Silicon Valley Reads theme is Kindness, Resilience & Hope.

Recommendation

SVLS has used the SVLS Fund Balance to contribute towards Silicon Valley Reads. The current Fund Balance is approximately \$130,000.

It is recommended that the SVLS Administrative Council consider and approve funds for Silicon Valley Reads, using SVLS Fund Balance.

FOR IMMEDIATE RELEASE

October 3, 2021

Contact:

Reid Myers

Silicon Valley Reads

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Silicon Valley Reads Will Focus on Kindness, Resilience & Hope for 2022

SANTA CLARA COUNTY, CALIF. -- The 19th Annual Silicon Valley Reads program returns in 2022 with three inspirational memoirs and related events scheduled throughout February and March. Last year's theme of "*Connecting*" deeply resonated in our community, as readers of all ages found new ways to build connections through food, nature, animals, music, books and with each other. Through meaningful stories and a combination of virtual and in-person events focused on motivating the community even more, the Silicon Valley Reads 2022 theme is the **Power of Kindness, Resilience & Hope.**

"This year's theme will allow us to engage in conversation about the transformative power of kindness, highlight our remarkable capacity for resilience, and build hopefulness for our future," said Dr. Mary Ann Dewan, Santa Clara County Superintendent of Schools, who serves as Silicon Valley Reads co-chair along with Jill Bourne, City of San José Library Director and Jennifer Weeks, Santa Clara County Librarian.

The featured nonfiction books have been selected to highlight the 2022 theme:

- ***See No Stranger**** by Valarie Kaur: A synthesis of wisdom and a chronicle of personal and communal history, *See No Stranger* is part memoir, part practical guide to changing the world. Author Valarie Kaur, renowned Sikh activist, filmmaker and civil rights lawyer ignited the hearts of millions around the globe by sharing her compelling story and declaring Revolutionary Love as the call of our times: a radical, joyful practice that extends to others, to ourselves and to our opponents. A #1 Los Angeles Times best seller. *adult content
- ***Enough about Me*** by Richard Lui: Richard Lui made the difficult decision to leave his dream job as an NBC News/MSNBC anchor to help care for his ailing father in San Francisco. It was a difficult time, and through the challenge he realized that doing this selfless act had a positive overall impact on his well-being. He decided to dig deep into exploring acts of compassion from the lens of a reporter. Part scientific, part emotional, his journey is one that many will travel and the element of "anti-self" self-help can benefit our community as a whole.
- ***A Dream Called Home*** by Reyna Grande: A beautifully written immigrant story that quickly engages the reader. Reyna crosses the border at 9 years old and perseveres

through many difficulties to find her way to UC Santa Cruz. With a passion for writing and the resilience to push forward, her story enlightens us to the challenges so many confront in making a home in America.

“The diversity of our authors and their personal stories reflect the experiences of our community members,” explained Jill Bourne, Director of San José Public Library. “People will identify with these memoirs, and if they can’t relate personally, they can learn from them.”

Silicon Valley Reads will announce the selection of companion books for children and teens on siliconvalleyreads.org shortly.

Three highly-reviewed fiction titles which embody the theme of the **Power of Kindness, Resilience & Hope** were selected as recommended titles to appeal to fiction readers: ***The Girl With the Louding Voice*** by Abi Daré, ***The Authenticity Project*** by Clare Pooley, and ***The Story of Arthur Truluv*** by Elizabeth Berg.

“Silicon Valley Reads brings the community together in unique ways,” County Librarian Jennifer Weeks said. “The books and planned events will provide opportunities for participants to gain a deeper understanding into other people’s experiences and their perseverance to carry on. These tales will truly encourage empathy and kindness.”

During February and March of 2022, Silicon Valley Reads will offer free virtual and in-person public programs for all ages including author talks, panel discussions, educational events, demonstrations, performances, activities for students, story times and an art exhibit. The complete schedule of events will be published on the SiliconValleyReads.org website in early January.

The Silicon Valley Reads community engagement program is presented annually by Santa Clara County Library District, Santa Clara County Office of Education, and San José Public Library in conjunction with other public libraries, community colleges and universities, and community organizations.

More information about Silicon Valley Reads and plans for 2022 can be found at SiliconValleyReads.org.

