

SVLS Administrative Council Meeting**Agenda****July 17, 2025****10:00 a.m.****Saratoga Public Library, 13650 Saratoga Avenue, Saratoga, CA 95070****And Via Zoom**<https://us02web.zoom.us/j/83782586461?pwd=YrnjZrWCX7MSiCbt56Fdzhcmb7CSqD.1>

Meeting ID: 837 8258 6461 Passcode: 070729

Call In Option: (669) 900-6833

SVLS Administrative Council

Gayathri Kanth, Palo Alto City Library (Chair)

Patty Wong, Santa Clara City Library (Vice-Chair)

Jill Bourne, San Jose Public Library

Jennifer Weeks, Santa Clara County Library District

Michelle Perera, Sunnyvale Public Library

Ryan Baker, Los Gatos Public Library

Tracy Gray, Mountain View Public Library

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|--------------|---|-------|---------------------|
| I. | Call to Order and Introductions | Kanth | |
| II. | Approval of Consent Items (Action Item) | Kanth | |
| | A. Adoption of Agenda | | |
| | B. Approval of March 17, 2025 Minutes | | Attachment 1, pg. 3 |
| III. | Old Business | | |
| | A. Imagination Library | Weeks | |
| IV. | New Business | | |
| | A. Review of SVLS Bylaws and Membership Levels (West Valley Community College Interest) | Frost | Attachment 2, pg. 5 |
| | B. Piggyback Contract Discussion | Weeks | |
| V. | Reports | | |
| | A. Silicon Valley Reads Update | Weeks | |
| | B. PLP Executive Committee Update | Kanth | |
| | C. System Administration Report | Frost | |
| VI. | Announcements and Updates from Libraries | | |
| VII. | Agenda Building and Location for Next Meeting on October 16, 2025 | | |
| VIII. | 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.) | | |
| IX. | Adjournment | | |

Brown Act: This meeting abides by Cal. Gov't Code § 54953.

Cal. Gov't Code § 54953(b)(1) "Notwithstanding any other provision of law, the legislative body of a local agency may use teleconferencing for the benefit of the public and the legislative body of a local agency in connection with any meeting or proceeding authorized by law. The teleconferenced meeting or proceeding shall comply with all otherwise applicable requirements of this chapter and all otherwise applicable provisions of law relating to a specific type of meeting or proceeding."

Cal. Gov't Code § 54953(j)(6) 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."

Gov't Code § 54953 (b)(2) "Teleconferencing, as authorized by this section, may be used for all purposes in connection with any meeting within the subject matter jurisdiction of the legislative body. If the legislative body of a local agency elects to use teleconferencing, the legislative body of a local agency shall comply with all of the following:

(A) All votes taken during a teleconferenced meeting shall be by rollcall.

(B) The teleconferenced meetings shall be conducted in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the legislative body of a local agency.

(C) The legislative body shall give notice of the meeting and post agendas as otherwise required by this chapter.

(D) The legislative body shall allow members of the public to access the meeting and the agenda shall provide an opportunity for members of the public to address the legislative body directly pursuant to Section 54954.3."

Gov't Code § 54953 (3) "If the legislative body of a local agency elects to use teleconferencing, it shall post agendas at all teleconference locations. Each teleconference location shall be identified in the notice and agenda of the meeting or proceeding, and each teleconference location shall be accessible to the public. During the teleconference, at least a quorum of the members of the legislative body shall participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction, except as provided in subdivisions (d) and (e)."

Meeting Locations

Saratoga Public Library, 13650 Saratoga Avenue, Saratoga, CA 95070

Sunnyvale Public Library, 665 W. Olive Avenue, Sunnyvale, CA 94086

**SVLS Administrative Council Meeting
MINUTES
March 17, 2025 – 2:30 PM
Via Zoom**

Council:

Gayathri Kanth, Chair, Palo Alto City Library
Tracy Gray, Mountain View Public Library
Patty Wong, Santa Clara City Library
Jennifer Weeks, Santa Clara County Library District
Garrett Kuramoto, Sunnyvale Public Library

System Staff:

Carol Frost, PLP
Justin Wasterlain, PLP

I. Call to Order and Introductions

The meeting was called to order at 2:31 by Chair Kanth.

II. Approval of Consent Items**A. Adoption of Agenda****B. Approval of the October 7, 2024 Minutes**

A motion was made, and passed unanimously, to approve the Consent Items. (M/S Weeks/Kanth)

III. Old Business**A. FY 2025-26 SVLS Officers**

Kanth reported that SVLS officers serve for two years. She noted that Wong would serve as Vice Chair in FY 2025-26 and she would remain as Chair.

IV. New Business**A. Day in the District Coordination**

Frost discussed CLA priorities and talking points directors could use in advocacy meetings with elected officials. Wong noted federal attempts to eliminate funding for libraries was a significant issue to bring up. Kanth stated she was working with the Palo Alto Art Museum Foundation on advocacy. The directors volunteered to contact their local representatives and schedule advocacy meetings over the next few months.

B. Review of FY 2025-26 SVLS Administrative Council Meeting Schedule

Kanth reviewed the schedule.

V. Reports**A. Silicon Valley Reads**

Weeks reported good attendance at kickoff and all other events. She thanked the directors for their support and participation.

B. PLP Executive Committee Update

Frost announced the date and themes of the PLP annual meeting on May 16, 2025.

C. Report of System Administration

Frost discussed recent advocacy efforts and announced an upcoming Staff Development Committee workshop.

VI. Announcements and Updates from Libraries

Directors provided updates about the activities at their libraries.

VII. Agenda Building and Location for Next Meeting on July 17, 2025

Meeting will be held at Santa Clara County.

VIII. Public Comment

No public comment.

IX. Adjournment

The meeting was adjourned at 3:38 p.m. by Chair Kanth.

To: SVLS Council
From: Carol Frost
Subject: Review of SVLS Bylaws and Membership
Date: July 17, 2025

Background

The Silicon Valley Library System, (previously known as the South Bay Cooperative Library System) was established through a JPA document from 1975, with an update from 1985.

The SVLS Council most recently updated the Bylaws in 2019. The Bylaws identify two levels of membership:

Section 1: Full Membership

Full membership status of SVLS will be limited to those libraries that are officially accepted and recognized as members by the California Library Services Board, having met the requirements set forth in the California Education Code, Sections 18700-18767 (California Library Services Act Regulations), and Code of California Regulations, Sections 20100-20236.

Section 2: Associate Membership

- A. Associate membership status will be limited to those non-public libraries in the Santa Clara County which meet the definition of 'library' as defined in the California Educational Code, Title 1, Division 1.
- B. Associate members do not hold voting rights on SVLS matters.
- C. Per the California Library Services Act Regulations, no associate member that is not a public library may benefit from the funds which SVLS may receive which come from the California Library Services Board.

At this time, the current members of SVLS are public libraries, as full members.

Within two other regions of the Pacific Library Partnership, the Monterey Bay Area Cooperative (MOBAC) and the Peninsula Library System (PLS), there are community colleges, special libraries, and universities which belong to the regional systems. The Bay Area Library and Information Services (BALIS) does not have any non-public libraries.

Discussion

The West Valley Community College District, which is located in Santa Clara County and includes the West Valley and Mission Community Colleges, has reached out to express preliminary interest in joining SVLS, and, by default, PLP.

As you may recall, PLP is a JPA of JPA's, meaning, no individual library belongs to PLP. The four regions (MOBAC, SVLS, PLS, and BALIS) belong to PLP.

Although non-public libraries cannot participate in California Library Services Act funds, they can benefit in other ways, as most of their faculty and students are also being served by the public libraries. Those benefits include attending the regional meetings, resource sharing, the possibility for shared courier services, and access to PLP services such as the innovation grants and staff development.

There are no dues to be a member of SVLS. Libraries are members of PLP, and as such, pay membership dues to PLP. The dues for academic and non-public institutions are on a different scale than public libraries.

The SVLS Bylaws and JPA documents mention that a condition for library membership is to “libraries that are officially accepted and recognized as members by the California Library Services Board, having met the requirement set forth in the California Education Code, Section 18700 – 18766...” One of those “requirements” is that the member library must provide equal access to all residents of the system to which it belongs. The documents are silent about timing for joining. Typically, for the libraries which have joined and left the various systems, this occurred at the beginning of a fiscal year, although partial pro-rated membership has occurred.

The process for approval of a member would be for it to be approved by the SVLS Council, and then the PLP Executive Committee.

Recommendation

No action is required at this time. The SVLS Council should be familiar with their governing documents should the West Valley Community College District request to join SVLS, and, by default, PLP.