

## LIBRARY COMMISSION AGENDA REPORT

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February 6, 2020  
Item 4

### **SUBJECT: REVIEW AND DISCUSS COMMISSIONER'S HANDBOOK**

#### **SUMMARY**

Each Commissioner was provided a handbook at their orientation. This handbook covers a wide-range of information, including meeting procedures.

#### **RECOMMENDATION**

Review and discuss Commissioner's Handbook.

#### **FINANCIAL STATEMENT**

There is none.

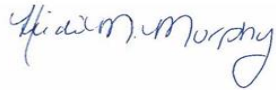
**BACKGROUND**

In order to ensure public meetings are conducted in alignment with laws, codes, policies, and resolutions, all Commissioner's are provided with a handbook that covers these topics.

**DISCUSSION**

Each Commissioner has a copy of this handbook and it is also available online at: <http://www.cityofpleasantonca.gov/civicax/filebank/blobdload.aspx?BlobID=26274>.

Submitted by:

A handwritten signature in blue ink that reads "Heidi M. Murphy". The signature is written in a cursive style.

Heidi M. Murphy  
Director of Library and Recreation