

February 2, 2023
Item 5

SUBJECT: REVIEW AND APPROVE THE CONVERSION OF THE ALTERNATE MEMBERS OF THE LIBRARY POLICY AND OUTREACH SUBCOMMITTEE TO FULL REPRESENTATIVES

SUMMARY

Annually, the Library Commission discusses a variety of opportunities to participate on subcommittees and selects commission representatives. At the December 2022 meeting, the commission approved two subcommittee representatives for the Outreach and the Policy Subcommittee. At that time, the commission requested that staff explore the option of adding one additional commissioner to the Policy and Outreach subcommittees to allow more opportunities for new commissioners to participate. Staff has reviewed the request and reports that fewer than four commissioners are allowable as it does not constitute a quorum, which would subject the subcommittee to Brown Act requirements.

RECOMMENDATION

Review and approve the conversion of the alternate members of the Library Policy and Outreach subcommittees to full representatives.

FINANCIAL STATEMENT

There is no financial impact to this action.

BACKGROUND

Annually, the Library Commission discusses opportunities to participate on subcommittees and selects commission representatives. All members, including alternates, are eligible for subcommittee assignments. Participation allows commissioners to have a deeper role in the Library's services to the community.

The Library Commission has two subcommittees: Policy and Outreach. Commissioners also have the opportunity to participate in a joint subcommittee with Civic Arts commissioners. All subcommittees work in conjunction with staff.

Policy Subcommittee

The Policy Subcommittee is charged with reviewing Library policies for potential updates, modifications, additions and/or eliminations. The main focus of this review is to ensure that Library policies support the mission, vision and values of the Library as defined by the Library and Recreation Strategic Plan 2019-2024 and embrace the diverse perspectives of the community of Pleasanton.

Outreach Subcommittee

The Outreach Subcommittee is charged with developing ideas for connecting with the diverse Pleasanton community and expanding service and program reach throughout the community.

Teen Poet Laureate Subcommittee

The Teen Poet Laureate Subcommittee is a joint committee of the Library Commission and Civic Arts Commission. The subcommittee works with staff and community members to review applications and interview student candidates each spring for the annual position of City Teen Poet Laureate. The subcommittee makes their recommendation to the Library Commission and Civic Arts Commission for final approval.

DISCUSSION

At the December 2022 commission meeting, the commission approved the following subcommittee representatives:

- Policy Subcommittee: Representatives Ragu and Cosby / Sabatini – Alternate
- Outreach Subcommittee: Representatives Kimsey and Hall / Murphy – Alternate
- Teen Poet Laureate Subcommittee: Representatives Hertle / Rai – Alternate

The commission requested that staff explore the option of adding one additional commissioner each to the Policy and Outreach subcommittees to allow more opportunities for new commissioners to participate. Staff reviewed this topic and fewer than four commissioners are allowable as it does not constitute a quorum, which would subject the subcommittee to Brown Act requirements.

Additionally, an alternate commissioner is not required for a subcommittee. As the role of the subcommittee alternate is rarely utilized in the Library Commission, staff recommends the conversion of the alternate members of the Policy and Outreach subcommittees to full representatives. The Joint Library/Civic Arts Teen Poet Laureate subcommittee would remain the same.

Submitted by:

A handwritten signature in black ink, reading "Lia Bushong", enclosed in a thin black rectangular border.

Lia Bushong
Assistant Director of Library and Recreation