



## CITY OF MILPITAS AGENDA REPORT (AR)

<b>Item Title:</b>	<b>Approve the Library and Education Advisory Commission Work Plan for Fiscal Year 2019-20 (Staff Contact: John Macon, 408-586-3226)</b>
<b>Category:</b>	Commission Reports
<b>Meeting Date:</b>	11/5/2019
<b>Staff Contact:</b>	John Macon, 408-586-3226
<b>Recommendation:</b>	Approve proposed Library and Education Advisory Commission Fiscal Year 2019-20 Work Plan.

### **Background:**

The Library and Education Advisory Commission was founded on January 17, 1961 and makes recommendations to the City Council on matters pertaining to the operation of library services and facilities in Milpitas. The Commission's Fiscal Year 2019-20 Work Plan identifies goals, projects and ongoing tasks that the Commission plans to accomplish in this fiscal year.

At its September 16, 2019 meeting, the Commission discussed and unanimously voted to forward their 2019-2020 Work Plan to the City Council for final approval.

### **Analysis:**

The Library and Education Advisory Commission's Fiscal Year 2019-20 Work Plan aligns with existing programs and recommendations from the previous year's Work Plan, plus a few new initiatives.

Key proposed tasks are:

#### **County Commissions Forum**

1. Attend forum and report back.

#### **Special Projects/ Essay Contest**

1. Conduct annual essay contest and/or special literacy event(s).
2. Arrange contest, judging, and awards.

#### **Attend Local CPLA Library Conference**

1. Attend conference to gain continued library knowledge.
2. If possible, seek to host the 2020 CPLA Conference in Milpitas.

#### **National Library Week**

1. Promote National Library Week Citywide via City youth programs, Senior Center, Community Center, general public, etc.

#### **Summer Reading Program**

1. Promote Summer Reading Program Citywide via City youth programs, Senior Center, Community Center, general public, etc.

**Volunteerism**

1. Promote and assist, events, book sales, membership drives, etc.

**City Events**

1. Attend City events and promote literacy and library services.

**Library Donor Program**

1. Review current donor program.

**Fiscal Impact:**

There is no additional fiscal impact to the Fiscal Year 2019-20 budget associated with any of the items on the Work Plan.

**Recommendation:**

- 1) Receive Library and Education Advisory Commission 2019-2020 Work Plan
- 2) Approve proposed Library and Education Advisory Commission Fiscal Year 2019-20 Work Plan.

**Attachment**

Draft Library and Education Advisory Commission Fiscal Year 2019-20 Work Plan