



**TOWN OF LOS GATOS  
LIBRARY BOARD  
MARCH 13, 2024  
100 VILLA AVENUE, LOS GATOS, CA 95032  
LIBRARY CONFERENCE ROOM  
3:30 PM**

*Richard Capatosto, Chair  
Sabiha Chunawala, Vice Chair  
Leticia Ramos Madeiros, Commissioner  
Abby Horowitz, Commissioner  
Bernadette Marie White, Commissioner  
Deborah Lowe, Commissioner  
Esha Bagora, Youth Commissioner  
Cody Chen, Alt Youth Commissioner*

**HOW TO PARTICIPATE**

The Town of Los Gatos strongly encourages your active participation in the public process. If you are interested in providing oral comments during the meeting, you must attend in-person, complete a speaker's card, and return it to the staff. If you wish to speak to an item on the agenda, please list the item number on the speaker card. The time allocated to speakers may change to better facilitate the meeting. If you are unable to attend the meeting in-person, you are welcome to submit written comments via email to [rbaker@losgatosca.gov](mailto:rbaker@losgatosca.gov).

**Public Comment During the Meeting:**

When called to speak, please limit your comments to three (3) minutes, or such other time as the Chair may decide, consistent with the time limit for speakers at a Town meeting.

Speakers at public meetings may be asked to provide their name and to state whether they are a resident of the Town of Los Gatos. Providing this information is not required.

**Deadlines to Submit Written Comments:**

If you are unable to participate in person, you may email [rbaker@losgatosca.gov](mailto:rbaker@losgatosca.gov) with the subject line "Public Comment Item #\_" (insert the item number relevant to your comment). Persons wishing to submit written comments to be included in the materials provided to the Commission must provide the comments as follows:

For inclusion in the agenda packet: by 11:00 a.m. the Friday before the Committee meeting.

For inclusion in the agenda packet supplemental materials: by 11:00 a.m. on the day of the Committee meeting.

For inclusion in a desk item: by 11:00 a.m. the day of the Committee meeting.

Persons wishing to make an audio/visual presentation on any agenda item must submit the presentation electronically, either in person or via email to [rbaker@losgatosca.gov](mailto:rbaker@losgatosca.gov) by 3:00 p.m. the day of the meeting.

## **CALL MEETING TO ORDER**

## **ROLL CALL**

**CONSENT ITEMS** *(Items appearing on the Consent are considered routine Town business and may be approved by one motion. Members of the public may provide input on any Consent Item(s) when the Chair asks for public comment on the Consent Items.)*

1. Approve Minutes of the January 10, 2024 Meeting

**VERBAL COMMUNICATIONS** *(Members of the public are welcome to address the Library Board on any matter that is not listed on the agenda and is within the subject matter jurisdiction of the Board. To ensure all agenda items are heard, this portion of the agenda is limited to 30 minutes. In the event additional speakers were not able to be heard during the initial Verbal Communications portion of the agenda, an additional Verbal Communications will be opened prior to adjournment. Each speaker is limited to three minutes or such time as authorized by the Chair.)*

**OTHER BUSINESS** *(Up to three minutes may be allotted to each speaker on any of the following items.)*

2. Introduction of the Town Poet Laureate
3. Review Annual Library Survey Questions
4. Review Updates to the Library Programming Policy

## **ADJOURNMENT**

**ADA NOTICE** In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Clerk's Office at (408) 354- 6834. Notification at least two (2) business days prior to the meeting date will enable the Town to make reasonable arrangements to ensure accessibility to this meeting. [28 CFR §35.102-35.104]