

**SAN JOSE PUBLIC LIBRARY
LIBRARY PARCEL TAX OVERSIGHT COMMITTEE MEETING MINUTES
WEDNESDAY, NOVEMBER 18, 2015**

The meeting was called to order at 7:01 p.m. by Chair Roth at the Dr. Martin Luther King Jr. Library.

Present: Chair Chris Roth, Vice-Chair Michael L. Snyder, Commission Members David Hook, Pat McMahon, Shailesh Dubale, Jan Maguire, Sandra Jewett, Daniel Newell, Daisy Barocio, Rebecca Elliot, and Giang Le

Absent: Commission Member Terri Wallace-Bielecki

Staff: Library Director Jill Bourne, Administrative Officer Neil Rufino, Division Managers Katie DuPraw, Jon Worona, and Jean Herriges, Capitol Project Program Coordinator Lisa Valerio, City Auditor Sharon Erickson, and Administrative Assistant Adriana York

Others: Macias, Gini and O'Connell Senior Manager, Guian Chhim, CPA

A. CALL TO ORDER AND ROLL CALL.

B. APPROVAL OF THE AGENDA – Chair Roth noted that the Agenda should be approved with the following changes:

- Item **E. 1) a)** should read: Informative review of the Library Parcel Tax Oversight Tax DRAFT status report for Fiscal Year 2014-2015 and cover memo.
- Item **E. 1) b)** should read: Informative review of the Library Parcel Tax Oversight Tax Audit.

Motion to approve the Agenda with changes made by: Commissioner Hook and seconded by Commissioner Elliot.

C. CONSENT CALENDAR

For approval: Library and Early Education Commission Minutes [December 17, 2014](#) – Approved. Motion made by: Commissioner Hook and seconded by Commissioner Elliot

D. OPEN FORUM (public comment about items not on agenda) - None.

E. DISCUSSION/ACTION ITEMS

1) Library Parcel Tax Oversight Review Committee and Public Hearing

- a) [Draft Annual Report](#) and [Supplemental](#) with [Cover Memo](#) (Rufino): Informative review of the Library Parcel Tax Program DRAFT status report for Fiscal Year 2014-2015
- b) [Independent Auditor's Report on Library Parcel Tax Fund](#) (Macias, Gini and O'Connell & Sharon Erickson): Informative review of the Library Parcel Tax Program Audit report. Approved. Motion made by: Commissioner Hook and seconded by Commissioner Elliot
- c) Public Hearing (Chair): Opportunity for members of the public to comment on items featured on this agenda – None requested.

San José Public Library Parcel Tax Oversight Committee Meeting Minutes 11/18/15

d) Committee Discussion and Recommendation Regarding Report to City Council (Chair)

F. ADJOURNMENT – 7:37 p.m.

/s/
Jill Bourne, Secretary
San José Library and Early Education Commission

APPROVED: _____

DATE APPROVED: _____

JB:aay