



# City of San José Library and Early Education Commission

District 1— Michael L. Snyder  
District 3— VACANT  
District 5— José Magaña  
District 7— Wendi Mahaney-Gurahoo  
District 9— Tiffany Uhri Chu  
Citywide— Elena Jolly  
Early Childcare Seat 2— Thaddeus Aid  
Early Childcare Seat 4 – Michael Melillo

Kristin N. Rivers Ph. D. —District 2  
Pravir Ramtekkar—District 4  
Hilary Thorsen —District 6  
VACANT—District 8  
Pat McMahon —District 10  
Christina Dunbar– Early Childcare Seat 1  
Janice Allen – Early Childcare Seat 3

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## REGULAR MEETING AGENDA

June 19, 2019

7:00 p.m.

SJPL Works  
Dr. Martin Luther King, Jr. Library  
3<sup>rd</sup> Floor

- I. Call to Order & Orders of the Day**
- II. Approval of Agenda**
- III. Consent Calendar**
  - A. Approve the Minutes for the Regular Meetings of [April 17, 2019](#) and [May 15, 2019](#)
  - B. Correspondence: Review of all incoming correspondence.
- IV. Public Record:** Reading of any correspondence.
- V. Open Forum** (*Members of the Public are invited to speak on any item that does not appear on today's Agenda and that is within the subject matter jurisdiction of the Commission. Meeting attendees are usually given two (2) minutes to speak on any discussion item and/or during open forum; the time limit is in the discretion of the Chair of the meeting and may be limited when appropriate. Speakers using a translator will be given twice the time allotted to ensure non-English speakers receive the same opportunity to directly address the Committee, Board or Commission.*)
- VI. Discussion/Action Items**
  - A. Election of Officers for Fiscal Year 2019-2020 (Chair Snyder): A nomination and election of upcoming Fiscal Year Chair and Vice Chair positions.
  - B. [Adopt FY 2019-2020 Workplan](#) (Chair Snyder): A review and adoption of finalized Work Plan Topics for use during Fiscal Year 2019-20.
  - C. Marketing/Outreach Tools (P.McMahon/H.Thorsen): An overview of outreach tools for use by Commissioners throughout the Community.
  - D. [Summer Learning Program](#) – (T. Richbourg/S. Cramer): An overview of the Library's current and future Summer Learning and Lunch programs within the community.
  - E. [Digital Inclusion Fund Informational Presentation](#) (Mayor's Office Policy Advisor, V. Sun): an presentation designed to inform the Commission on the City of San José's efforts in closing the digital divide, community outreach and grant making timelines.
  - F. Education and Digital Literacy Strategy: Digital Literacy Quality Standards (M. Ornat): Identify Commission representation of work group for developing the of Digital Literacy Quality Standards.

- VII. Council Liaison’s Announcements:**  
Any announcements to be shared on behalf of the Council liaison representative.
- VIII. Chair’s Announcements:**  
Any announcements to be shared by the Library and Early Education Commission Chair.
- IX. Library Director’s Announcements:**  
Any announcements to be shared by the San José Public Library Director, Jill Bourne.
- X. Comments and Announcements:**
- A. Youth Commission: Any comments or announcements to be shared by the City of San José Youth Commission representative regarding Youth Commission activities.  
Friends’ Groups Comments, Announcements and Updates: Any comments, announcements and updates to be shared by Library and Early Education Commissioners regarding interactions with the San José Public Library Friends’ Groups.
  - B. Meetings Attended by Commissioners as Commissioners: Any comments and announcements to be shared by the Library and Early Education Commission regarding meeting attendance as Commissioners.
  - C. San José Public Library Foundation Board: Any comments and announcements to be shared by the Library and Early Education Commission regarding interactions with the San José Library Foundation Board.
- XI. Information and Upcoming Opportunities For Commission Participation –**  
See SJPL Program Calendar at <http://www.sjpl.org/>
- XII. Items for Future Commission Meeting Agendas:**  
Identification of discussion items that may be considered for future meeting agendas.
- XIII. Meeting Schedule and Agenda Items**  
The next regular meeting will be August 21, 2019 at 7:00 p.m., at SJPL Works on the third floor of the Dr. Martin Luther King, Jr. library.
- XIV. Adjournment:**  
Conclusion of the meeting as announced by the Library and Early Education Commission Chair.

## MISSION

*San José Public Library enriches lives by fostering lifelong learning and by ensuring that every member of the community has access to a vast array of ideas and information.*

*The City of San José is committed to open and honest government and strives to consistently meet the community’s expectations by providing excellent service, in a positive and timely manner, and in the full view of the public.*

You may speak to the Commission about any discussion item that is on the agenda, and you may also speak during Public Comments on items that are not on the agenda and are within the subject matter jurisdiction of the Commission. Please be advised that, by law, the Commission is unable to discuss or take action on issues presented during Public Comments. Pursuant to Government Code Section 54954.2, no matter shall be acted upon by the Commission unless listed on the agenda, which has been posted not less than 72 hours prior to meeting.

Agendas, Staff Reports and some associated documents for the Commission items may be viewed on the Internet at <http://sanjoseca.gov/index.aspx?nid=3970>.

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at the Office of the City Clerk, 200 East Santa Clara Street, 14<sup>th</sup> Floor, San José, California 95113, at the same time that the public records are distributed or made available to the legislative body. Any draft resolutions or other items posted on the Internet site or distributed in advance of the commission meeting may not be the final documents approved by the commission. Contact the Office of the City Clerk for the final document.

On occasion the Commission may consider agenda items out of order.

The Library and Early Education Commission meets every third Wednesday of the month at 7:00 p.m., with special meetings as necessary. If you have any questions, please direct them to the Commission staff. Thank you for taking the time to attend today's meeting. We look forward to seeing you at future meetings.

**To request an accommodation or alternative format under the Americans with Disabilities Act for City-sponsored meetings, events or printed materials, please call (408) 535-1260 as soon as possible, but at least three business days before the meeting.**

**Please direct correspondence and questions to:**

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