
MEETING MINUTES

September 18, 2019

I. Call to Order & Orders of the Day

Roll Call

PRESENT: Chair Michael Melillo, Michael L. Snyder (7:02), Vice Chair Wendi Mahaney-Gurahoo, José Magaña (7:09), Tom Trudell Tiffany Uhri Chu, Elena Jolly, Hilary Thorsen, Janice Allen, Patricia Mendoza and Christina Dunbar.

ABSENT: Thaddeus Aid and Kristin N. Rivers, Ph.D.

STAFF: City Librarian Jill Bourne, Deputy Library Directors Michelle Ornat and Jenny Choi, Division Managers Jean Herriges, Michelle Amores and Vidya Kilambi, Senior Public Information Representative Elizabeth Castañeda, Public Information Representative Nancy Macias, San José Public Library Foundation Executive Director Dr. Dawn Coppin, Supervising Applications Analyst, Howard Yielding, Senior Librarian Rachel Gaither, Fuse Fellow Lauren Hancock, Community Programs Administrator Samantha Cramer and Administrative Assistant Adriana York.

Others: Council Member District Eight, Sylvia Arenas Representative, Monica Rodriguez

Call to Order

The Library and Early Education Commission convened at 7:00 p.m. in Almaden Branch Library Community Room.

Orders of the Day: Approval of the Agenda

Upon a motion by Commissioner Allen seconded by Commissioner Jolly and carried unanimously, the Commission approved the adoption of the September 18, 2019 agenda (11-4-15)

II. Consent Calendar

Upon a motion by Commissioner Allen and seconded by Commissioner Jolly of the Minutes for the Regular Meeting of [August 21, 2019](#) meeting were unanimously

approved with the following amendment to **Item I. Roll Call** (per Commissioner Mendoza): Councilmember Arena is from District 8. (11-4-15)

A. Correspondence: There was no correspondence.

IV. Public Record: There was no correspondence for the Commissioners to review.

V. Open Forum: There was no public testimony from the floor.

VI. Discussion/Action Items

A. Education Update - [Expanded Learning and SJ Learns Grant](#), Attachment [A](#), [B](#), [C](#), [D](#) (L. Hancock/D. Coppin): a presentation regarding SJ Learns and Expanded Learning Grant projects involving the Library's Education and Digital Literacy Strategy was presented. The Commission accepted the presentation.

Action: Staff will advise the Commission of the November date when this topic is presented to the Neighborhood Services and Education Commission.

B. [Early Learning – First5 Quality Matters](#) (Vice Chair Mahaney Gurahoo): Viewing and discussion of informational video (4 min.) was viewed by the Commission and accepted.

C. [Maker\[Space\]Ship \(MSS\) Update](#) (S. Cramer/V. Kilambi): an overview of the Library's Maker[Space]Ship's statistics, programming, partnerships and future goals highlighting Digital Literacy was presented and accepted by the Commission.

D. Almaden Branch Update (R. Gaither): an informational overview of services, usage and staff of the Almaden Branch Library was presented and accepted by the Commission.

VII. Council Liaison's Announcements: Council Member Representative, Monica Rodriguez shared:

- Received good news: Library programming is beginning at the Welch Community Center on starting tomorrow and will be featured to every Thursday during the fall. Types of programming at the Center include community play dates, the Maker[Space]Ship programs, and English as a Second Language classes. Councilmember Arenas has as one of her priorities: to build a bridge with access Library Services in the Council District Eight.
- Working with First 5 and other partners on the Gen2Gen project to get programming to Eastridge Mall. Another goal includes involving older adults with early learning.
- Fall Family Festival is scheduled for October 12th at Cunningham Park. featured participants are the Maker[Space]Ship along with the Friends of the

Library. The Council District office is seeking volunteers (21 and older) to assist with a beer garden that will be featured at the event. If a Commissioner would like to volunteer they should feel free to contact Council District Eight.

VIII. Chair's Announcements: Chair Melillo:

- Thank you to Councilmember Representative for continuing to attend the Commission meetings.
- Photos will be taken at the next meeting – if Commissioners would like a new photo, they are welcome to have one taken then and new Commissioners should be prepared to have their photos taken. Photos will be posted on the Library and Early Education Commission web page on SJPL.org

IX. Library Director's Announcements:

- The newest version of SJPL Bound was shared with the Commission.
- The [Mt. Pleasant Neighborhood Library](#), has expanded its operating hours effective August 19. The new hours are as follow:
 - Monday, 2 – 6 p.m.
 - Tuesday - Thursday, 10 a.m. - 6 p.m.
 - Friday, 9 a.m. - 1 p.m.
 - Saturday, 10 a.m. - 6 p.m.This is giving members of the community **16 additional hours** of access to Library services and resources. The expansion of hours for this location was approved per the Mayor's June budget message.
- On September 21st New Library Cards will be issued. The new card is a "DC Comics" card, featured on page 7 of the latest SJPL Bound. It will showcase Batman reading.
- In October, the Urban Libraries Council will be distributing their "Top Innovator of the Year" award and San José Public Library will be recognized for the Sharks partnership. The fabulous MarCom team (Marketing and Communications) both Nancy Macias and Elizabeth Castañeda were present, along with Access Services should be recognized. The Access Services team work on the circulation of materials, the distribution of library cards and the catalog, are overseen by Division Manager Michelle Amores. There is a total of 7,000 new memberships have been issued since these new partnerships have begun.

X. Comments and Announcements:

- A. Youth Commission: Not present.
- B. Meetings Attended by Commissioners as Commissioners:

- Commissioner Snyder attended DelMar High Schools "Back to School Night", and Bascom branch library staff were present distributing Library cards to attendees.
- Commissioner Thorsen attended the Bascom Friends Group meeting on Saturday - they announced that the Bascom Community Center (part of the Library campus) will be featured as an Overnight Warming Center, and they are expanding their usage significantly to every night between October and April*. The Friends had some concerns because they did not feel that they had received concrete answers regarding the logistics about the Warming Center at Bascom. They are in support of having the Warming Center in the Community Center but wanted to make sure that the Library facilities would be properly maintained and that the staff would be supported. They have sent an email with those concerns and there will be another meeting Thursday. They hope to have their concerns addressed at that meeting. She expressed that their concerns are borne out of their love for the Library.

ACTION: Director Bourne said: that decision* will going to City Council and staff will advise the Commission of when it is being discussed by Council. Hours, along with other concerns regarding security, cleanliness, monitoring the exterior of the building will be discussed. Deputy Director Jenny Choi has been heavily involved in that conversation. The way it is written could work, but the concern is whether the way it is written is not followed. Therefore, checks need to be built in; because there have been incidents of violence at the Community Center. Library staff was not injured, but Community Staff was. Additionally, there was a burglary as well at the Community Center. These are not small issues that need to be discussed.

- C. San José Public Library Foundation (SJPLF) Board (Executive Director Dr. Dawn Coppin):
- Met on September 11th and were able to recruit additional Board members. Starting the November meeting with new Board members.
 - A part time development director will be starting next week to assist in building the new budget for FY 20-20.
 - Continuing to look for additional members to join the 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:

Director Jill Bourne: Invite partners in the Housing Department to discuss any issues related to serving our homeless patrons and other impactful services relating to the Library.

Commissioner Jolly: An informational update regarding all Bridge Library progress.

XIII. Meeting Schedule and Agenda Items

The next regular meeting will be March 20, 2019 at 7:00 p.m., in SJPL Works at Dr. Martin Luther King, Jr. Library.

XIV. Adjournment: The meeting was adjourned at approximately 8:23 p.m.

MICHAEL MELILLO, Chair
San José Public Library
and Early Education Commission

ATTEST:

COUNCIL APPOINTMENT ADVISORY COMMISSION SECRETARY

ADRIANA A. YORK