
MEETING MINUTES

August 19, 2020

I. Call to Order & Orders of the Day

Roll Call

PRESENT: Chair Michael Melillo, Vice Chair Wendi Mahaney-Gurahoo, Commissioners Kristin Rivers Ph D., Thomas Trudell, Patricia Mendoza, Jose Magana, Elena Jolly, Tiffany Uhri Chu, Michael Snyder, Janice Allen, and Hillary Thorsen

ABSENT: Commissioner Pravir Ramtekkar

STAFF: Library Director Jill Bourne, Deputy Library Directors Michelle Ornat and Jenny Choi, Library Foundation Executive Director Dr. Dawn Coppin, Chief of Staff Ann Grabowski, Division Managers Jean Herriges, Vidya Kilambi, and Michelle Amores, Administrative Officer Andrea Maestre Senior Librarian Rosemary Van Lare, Senior Office Specialist Justin Sana.

Others: N/A

Call to Order

The Library and Education Commission convened at 7:00 p.m. via Zoom webinar. Quorum was achieved with 11 Commissioners present.

Orders of the Day: Approval of the Agenda

II. Approval of Agenda

Chair Melillo requested a motion to approve the Agenda and upon a first motion by Commissioner Allen seconded by Commissioner Trudell. Chair Melillo requested discussion, and none responded. Chair took a vote and the motion has been carried unanimously, the Commission approved the adoption of the August 19, 2020 agenda.

III. Consent Calendar

Approval of the Regular Meetings Minutes of February 19th, 2020 upon a motion by Commissioner Snyder, seconded by Commissioner Jolly, and carried unanimously, the Commission approved the adoption of the February 19th, 2020 minutes.

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. Election of Officers for Fiscal Year 2020-2021 (Chair Melillo): For the Chair position, two nominations were submitted. Commissioner Allen nominated Chair Melillo and Commissioner Rivers nominated Vice-Chair Wendi Mahaney-Guragoo. Chair Melillo declined his nomination and moved to put the standing nomination for Chair to a vote and was carried unanimously. Chair Mahaney-Guragoo provided an acceptance speech as Chair.

Former Chair Melillo called for nominations for the Vice Chair position. Commissioner Jolly nominated Commissioner Magana who accepted the nomination. Commissioner Melillo moved to put the nomination of Jose Magana for the Vice Chair position to vote which was yes by unanimous consent.

Given the circumstances of the virtual meeting, Former Chair Melillo carried on as Chair for the remainder of the meeting.

- B. [Adopt FY 2020-2021 Workplan](#) (Chair Melillo): Commissioners reviewed the proposed Workplan Draft. Commissioners were informed that all meetings for the remainder of the year will be held virtually via Zoom webinar. Items to add to the Workplan were requested by Commissioners.
- a. Former Chair Melillo requested to place a quarterly placeholder for updates to the Workplan in regards to the COVID-19 pandemic and its impact on library services.
 - b. Commissioner Thorsen requested an overview of security practices at SJPL as well as involvement of SJPD with the library. Director Bourne proposed to include an update in March 2021, and as early as October 2020, as suggested by Commissioner Rivers.

Former Chair Melillo requested a motion to the adopt the amended Workplan with first Commissioner Jolly and seconded by Commissioner Rivers, the motion was carried unanimously.

- C. COVID-19 Service Impact and Overview (J. Choi/M. Ornat/ A. Maestre): A power point presentation on library operations, continuing and new services/programs, as well budget impacts in response to the COVID-19 pandemic was accepted by the commission.

VII. Council Liaison's Announcements: The Council Liaison was not present for this meeting.

VIII. Chair's Announcements: No announcements but did thank library staff for continuing services throughout the pandemic.

IX. Library Director's Announcements:

Career Online High School Graduation Ceremony

Celebrated on July 30th, 2020 was the largest graduating class of the program with 32 students. Thanks given to SJPL Foundation and PAR for organizing the event, as well as commission members that attended.

Planning of Virtual Press Conference

First week of September to announce \$2 million gift to online college readiness program, SJ Aspires. More information to follow.

12th Annual Graphic Novel Making Contest Awards Ceremony

Join us for our first-ever virtual Graphic Novel Making Contest Awards Ceremony this **Saturday, August 22, from 2-4 PM** as we'll announce and celebrate the creative efforts of this year's participants. We'll also be joined by award-winning comic industry guest speakers who will share their passion, success tips, and will offer viewers a Q&A opportunity. To join this free virtual event, visit: sjpl.org/graphicnovelcontest

X. Comments and Announcements:

- A. Youth Commission: Not present.
- B. Meetings Attended by Commissioners as Commissioners: None
- C. San José Public Library Foundation (SJPLF) Board (Executive Director Dr. Dawn Coppin): None

XI. Information and Upcoming Opportunities For Commission Participation

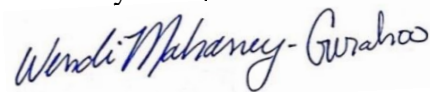
See SJPL Program Calendar at <https://www.sjpl.org/>

XII. Items for Future Commission Meeting Agendas: None

XIII. Meeting Schedule and Agenda Items

The next regular meeting will be September 16th at 7:00 p.m., via Zoom webinar.

XIV. Adjournment: The meeting was adjourned at approximately 8:50 p.m.



WENDI MAHANEY-GURAHOO, Chair
San José Public Library
and Education Commission

ATTEST:

COUNCIL APPOINTMENT ADVISORY COMMISSION SECRETARY

Justin Sana

JUSTIN SANA