
MEETING MINUTES

November 20, 2019

I. Call to Order and Orders of the Day

Roll Call

PRESENT: Chair Michael Melillo, Vice Chair Wendi Mahaney-Gurahoo, Thaddeus Aid, Janice Allen, José Magaña (7:09), Michael L. Snyder, Hilary Thorsen, Pravir Ramtekkar and Tom Trudell

ABSENT: Christina Dunbar, Elena Jolly, Patricia Mendoza, Kristin N. Rivers, Ph.D., and Tiffany Uhri Chu

STAFF: City Librarian Jill Bourne, Library Deputy Directors Michelle Ornat and Jenny Choi, Division Managers Jean Herriges, Vidya Kilambi, and Michelle Amores, San José Public Library Foundation Executive Director Dr. Dawn Coppin, Senior Public Information Representative Elizabeth Castaneda, Senior Librarian Joan Bowlby, Literacy Program Specialist Adrian McBride, and Administrative Assistant Adriana York

Others: City Auditor Joseph Rois

Call to Order

The Library Parcel Tax Oversight Committee convened at 7:00 p.m. at the Santa Teresa Branch Library. Quorum was achieved with 9 Commissioners present.

II. Approval of the Agenda

Upon a motion by Commissioner Allen seconded by Vice Chair Mahaney-Gurahoo, and carried unanimously, the Commission approved the adoption of the November 20, 2019 agenda.

III. Consent Calendar

- A. Upon a motion by Commissioner Allen seconded by Commissioner Thorsen, and carried unanimously, the Commission approved the [Minutes](#) for the Regular Meeting of November 14, 2018.

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

B. Correspondence: No correspondence.

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

VI. Discussion/Action Items

An informative review of the Parcel Tax Fund Audit report was made available. Independent Auditor's Report on Library Parcel Tax Fund for FY 2019-2020 and advise the City Council of the status of the Library Parcel Tax Fund was presented by Deputy Director Choi.

- a. [Independent Auditor's Report on Library Parcel Tax Fund](#) and [supporting documents](#)
Upon a motion by Commissioner Allen seconded by Commissioner Magaña, and carried unanimously the report was accepted.
- b. [City Response to Independent Auditor](#)
- c. [Draft Memorandum to City Council](#)

VII. Meeting Schedule and Agenda Items

The next meeting will be November 18, 2020 at 7:00 p.m., the location is to be determined and posted in the future.

VIII. Adjournment: The meeting was adjourned at approximately 7:12 p.m.



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

ATTEST:
COUNCIL APPOINTMENT ADVISORY COMMISSION SECRETARY

ADRIANA A. YORK