
MEETING MINUTES
November 18th, 2020

I. Call to Order & Orders of the Day

Roll Call

PRESENT: Chair Wendi Mahaney-Gurahoo, Vice Chair José Magaña, Commissioners Michael Snyder, Kristin Rivers, Hilary Thorsen, Patricia Mendoza, Tiffany Uhri Chu, Tom Trudell, Elena Jolly, and Janice Allen

ABSENT: Commissioners Pravir Ramtekkar and Michael Melillo

STAFF: Library Director Jill Bourne, Deputy Library Director of Public Services Michelle Ornat; Library Foundation Executive Director Dr. Dawn Coppin; Chief of Staff Ann Grabowski; Division Managers Jean Herriges, Vidya Kilambi, and Michelle Amores; Senior Public Information Representative Elizabeth Castañeda, Administrative Officer Andrea Maestre, Facilities Manager Lisa Valerio, Community Programs Administrator Lauren Hancock, Literacy Program Specialist Debra-Lea Olazaba, Senior Librarian Rosemary Van Lare, Senior Office Specialists Melissa Chhuey and Justin Sana; and Administrative Assistant Danika Relth.

Others: Council Liaison Kiley Staufenbeil

Call to Order

Following the Library Bond Oversight meeting, the Library and Education Commission convened at 7:43 p.m. via Zoom webinar. Quorum was achieved with 10 Commissioners present.

Orders of the Day: Approval of the Agenda

II. Approval of Agenda

Chair Mahaney-Gurahoo requested a motion to approve the Agenda. First motioned by Commissioner Uhri Chu, and seconded by Commissioner Allen. Chair Mahaney-Gurahoo requested discussion, and none responded. Chair took a vote and the motion has been carried unanimously, the Commission approved the adoption of the November 18th, 2020 agenda.

III. Consent Calendar

A. Chair Mahaney-Gurahoo requested a motion to approve the Regular Meetings Minutes of October 21st, 2020 first motioned by Commissioner Trudell, seconded by Vice-Chair Magaña, and was carried unanimously. The Commission approved the adoption of the October 21st, 2020 minutes.

B. 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. COVID-19 Service Impact & Overview (M. Ornat): The Commission received the presentation from Deputy Director of Public Services, Michelle Ornat, relating to updates on the Library's current status during the COVID-19 pandemic. Literacy Program Specialist, Debra-Lea Olazaba, presented on Early Education programming and services. The presentation was accepted by the commission.

B. Appoint Budget Sub-Committee (A. Maestre): Appointment of Commissioners to serve on the Budget Sub-Committee and prepare the annual budget position message to council. Commissioners Rivers, Trudell, and Mendoza volunteered to join the sub-committee. A motion to vote for approval of the sub-committee was made by Commissioner Jolly, seconded by Commissioner Allen, and was voted unanimously.

C. Update on the School Library/School ID Project (L. Hancock): The Commission received and accepted a presentation from Community Programs Administrator, Lauren Hancock, relating to updates on the School Library Card/School ID Project. Updates included local partnerships, circulation and material usage of eBooks/media among children and teens, and next steps for the project.

D. Friends of the Library Update (M. Ornat): Deputy Director of Public Services, Michelle Ornat, presented an update on the Friends of the Library. Updates included the Friends website, Friends support in existing Library programs and events, impacts from COVID-19 and subsequent library closures, and planning for 2021.

VII. Council Liaison's Announcements:

Council Liaison Kiley Staufenbeil provided Councilmember Arenas' message that childcare remains a priority of her office and efforts for additional funding for those services are being made; Passage of the community Wi-Fi program was achieved in previous council meeting allowing for a series of agreements to initiate plans to increase Wi-Fi connection to residence; and the Maker[Space]ship is being marketed through councilmember's social media and alerting partnering schools to generate interests.

VIII. Chair's Announcements: The Chair announced that the lease of the Reid Hillview airport will be out in 10 years which is currently owned by the county. The community around the airport has expressed interest in re-imagining the property to better serve the community.

IX. Library Director's Announcements:

- College and Career readiness standards will be heard at council on December 1st.
- Coming soon, the Holiday Laptop Donation Drive will launch in December and community can donate used Windows laptops to be refurbished by Hewlett-Packard and re-distributed by the library to those in need. Donations can be made at any Express Pick-Up site from December 1st to January 9th.

- On December 6th, 2:00 – 4:30 PM, the 8th Annual Local Lit event will be held virtually. More info can be found at <http://www.sjpl.org/locallit>
- On December 13th, SJPL will be launching the Virtual Reading program to encourage reading. All ages may participate and will conclude on December 31st.

X. Comments and Announcements:

A. Youth Commission: No announcements by Youth Commission

B. Meetings Attended by Commissioners as Commissioners:

- Commissioner Rivers announced that she attended the All Friends Meeting
- Commissioner Allen extends congratulations to Chair Mahaney-Gurahoo for being elected as a board member for the San Jose Unified School District.

C. San José Public Library Foundation (SJPLF) Board:

- Commissioner Thorsen provided several updates regarding the Foundation which include video production on impact stories to share with donors and supporters; communications going out to the library regarding Giving Tuesday; Strategic planning in process for the coming year; and organizational budget has been approved for 2021.

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 suggested.

XIII. Meeting Schedule and Agenda Items

The next regular will be held virtually on **January 20th, 2021 at 7:00 PM.**

XIV. Adjournment: The meeting was adjourned at approximately 9:09 P.M.



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

ATTEST:

COUNCIL APPOINTMENT ADVISORY COMMISSION SECRETARY

Danika Relth

DANIKA RELTH