

LIBRARY AND EDUCATION COMMISSION

August 17, 2022
7:00 PM to 9:00 PM

I. CALL TO ORDER & ORDERS OF THE DAY

II. CONSENT CALENDAR

A. APPROVE THE 08/17/2022 AGENDA

**B. APPROVE MINUTES FOR REGULAR MEETING OF
06/15/2022**

III. PUBLIC RECORD

IV. OPEN FORUM

(2 MINUTES OF SPEAKING TIME IS AVAILABLE)

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V. DISCUSSION/ACTION ITEMS

**A) INFORMATION: YOUTH COMMISSION
ANNOUNCEMENTS & UPDATES (M.
MALOY)**

**B) ACTION: LIBRARY FILTERING AD-HOC
REPORT (J. HERRIGES)**

CHILDREN'S COMPUTER USE

LIBRARY AND EDUCATION COMMISSION

August 17, 2022

- In April 2009 the San José City Council reviewed the Library's Internet access policy and deferred consideration of Internet filtering in excess of \$25,000 until specific conditions were met, including restoration of Library branches to 54 hours of operation per week.
- In Spring 2021, a Library and Education Commissioner inquired about the Library's filtering policy for computers in the library's Children's Areas. In June 2021 the topic was presented to the Commission Chair and Vice Chair, who added this item to the FY 2122 calendar.
- In Fall 2021 Library staff convened an Ad Hoc Committee to review policies and practices on children's computer usage.

- Timeline: Spring 2021 - 2022
- Scope of Work
 - Staff researched and prepared material for the ad hoc committee to review
 - Staff conducted surveys of staff and regional libraries
 - Staff convened an ad hoc committee to review policies and practices on children's computer usage and filters
 - Staff presented filtering software options

AD HOC COMMITTEE ON CHILDREN'S COMPUTER USE

- Commissioner Mendoza
- Commissioner Thorsen
- Commissioner Zisser
- Library Staff
 - Jean Herriges, Division Manager
 - Ann Grabowski, Division Manager
 - Hap Yeilding, IT Manager
 - Julie Oborny, Acting Web Services Manager
 - Rachel Gaither, Manager Almaden and Vineland Branches
 - Kyle Burkett, Manager King Public Resources and Reference
 - Jessica Chung, Librarian, West Valley Branch
 - Leizel Jackson, Librarian, Berryessa Branch
 - Natasha Lowell, Librarian, King Public Resources and Reference
 - Lisa Molson, Librarian, Bascom Branch

- Committee convened in Fall 2021
- Four meetings were held with communication between meetings via email
- Staff conducted the following:
 - Review of peer libraries
 - Literature Review
 - Staff surveys: Spring 2021 and Nov 2021 after reopening
 - Filter product testing
 - Privacy review
- Commissioners held two additional meetings with DM to finalize recommendation

The Committee recommends that the Library continue the practice of not filtering Internet access on children's computers.

- This recommendation is augmented by the Committee's concern for and commitment to ensuring the safety of children, especially young children and children who come to libraries unaccompanied by parents or guardians.
- The Committee further requests that the Library continue to ensure staff presence and regular circulation in children's computer areas to deter inappropriate computer usage.
- The Committee also recommends that notices be posted on children's computers and that parents/guardians be informed at the time of library card registration that children's computers are not filtered.

Questions and Discussion

**C) INFORMATION: BOND PROGRAM
PLAN (A. TRAN)**



San José Public Library

**Biblioteca Latinoamericana Branch
Library**

Bond Program Update
Fiscal Year 22-23

Bond History & Scope

September 2000

- Branch Facilities Master Plan

November 2000

- Measure O

April 2016

- Bond Project Completion
- Balance of Bond funds transferred to branch efficiency projects

July 2019

- \$5.9 M Remaining

FY 20-21

- Program Deferred Due to COVID-19 Pandemic

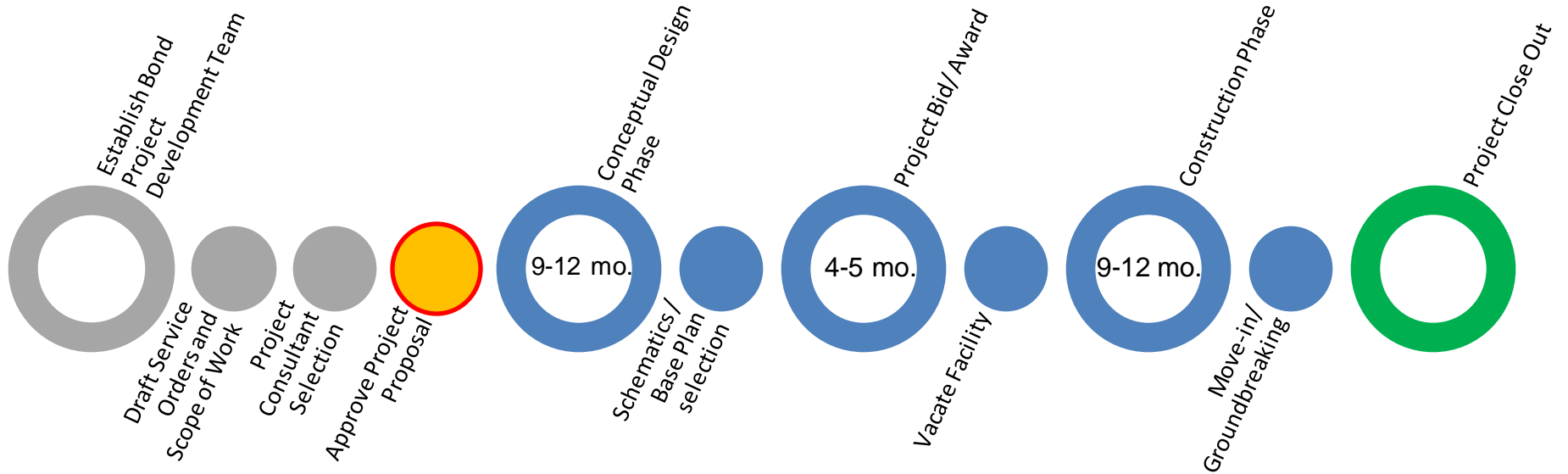
FY 21-22

- Develop FY 21-22 Bond Project

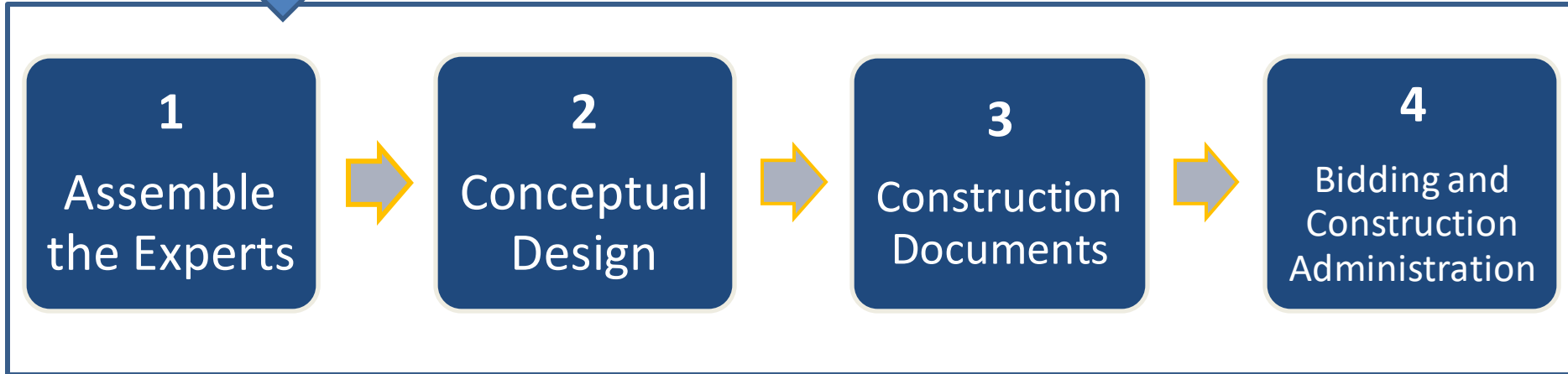
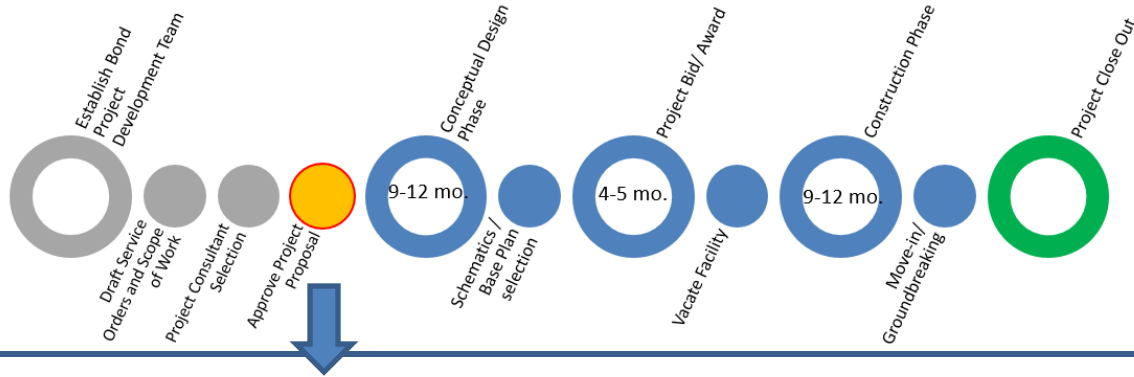
FY 22-23

- Initiate Projects

Proposed Biblioteca Latinoamericana Library Renovation Project Process 22-23



Project Proposal: Scope of Services

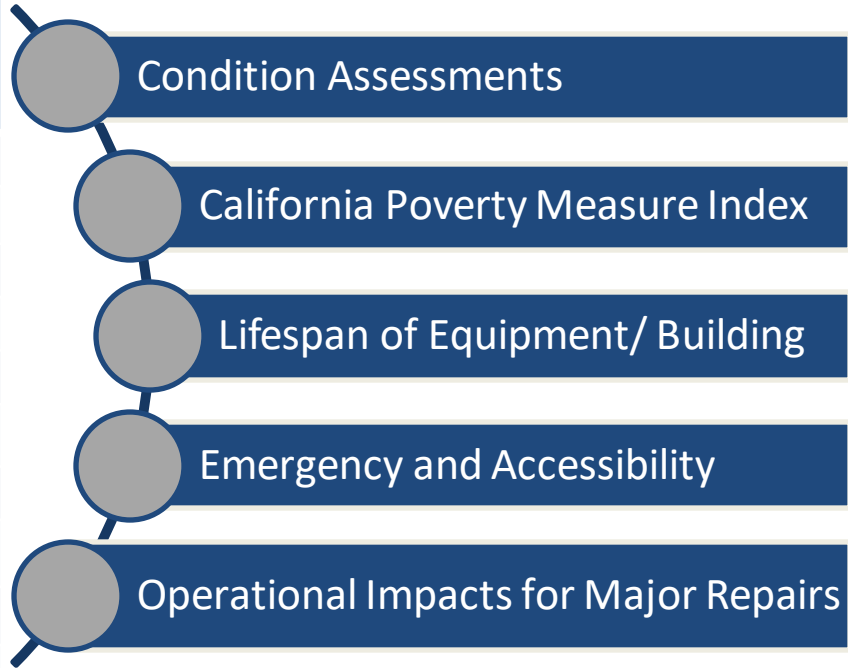


Current Capital Improvement Projects

Branch	Project	Priority	Completion Date	Status	Cost
Almaden	Replacement of Chillers and HVAC System	High	2023	Done	\$119,947
West Valley	Boiler Replacement	High	2022	Done	\$49,825
Hillview	Roof Replacement	High	2021	Done	\$68,660
Tully & Calabazas	Concrete Pad Replacement	Medium	2021	Done	\$34,634
Bascom	PA System Install	Medium	2021	Done	\$37,548
Berryessa, Vineland	Security Camera Installation	High	2021	Done	\$10,152
Multi-branch	Book Locker Installation	Medium	2022-2023		\$534,000
Bascom	Cafe Roof Repair	High	2022-2023		\$500,000
Alviso	HVAC- Pack Units	High	2022-2023		\$100,000
Pearl	HVAC/ Boiler Replacement	High	2022-2023		\$250,000
Berryessa	HVAC Replacement/ Boiler Replacement	High	2022-2023		\$205,000

Potential Bond Allocation Impacts: California State Library Building Forward Infrastructure Grant

Branch	Estimate of Repairs and Improvements Requested
Alviso Branch	\$1,297,122.75
Bascom Branch	\$1,358,708.00
BLA Branch	\$12,438,678.00
East Carnegie Branch	\$1,372,282.00
Educational Park Branch	\$1,072,656.00
Hillview Branch	\$585,624.00
Joyce Ellington Branch	\$1,473,330.00
Seven Trees Branch	\$3,061,182.00
Tully Branch	\$356,956.00
Total	\$23,016,538.75





Thank You

Anh T. Tran
Manager
Facilities, Fleet, and Safety
(415) 205-8084
Anht.tran@sjlibrary.org

**D) INFORMATION: LIBRARY SPOTLIGHT:
LIBRARY BY MAIL (J. CHOI & R.
GONZALEZ)**

LIBRARY-BY-MAIL AT SJPL

Library and Education Committee

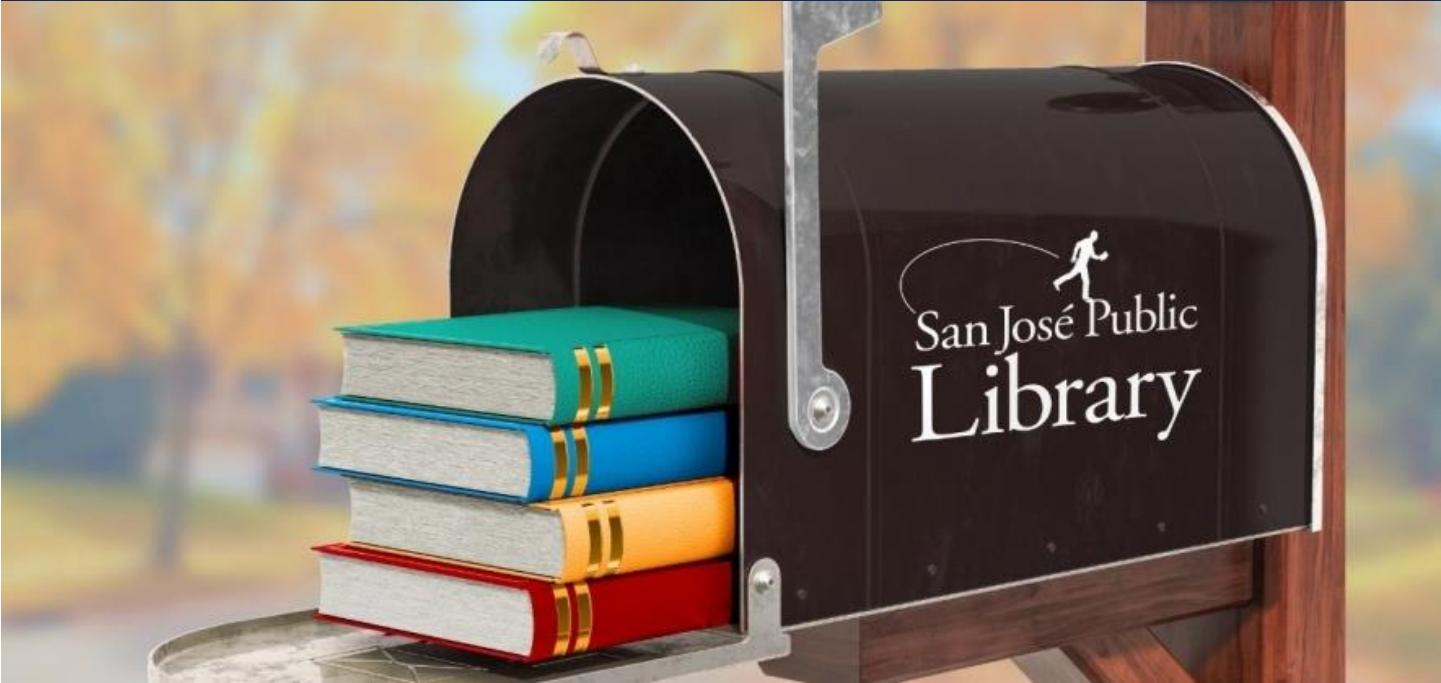
August 17, 2022

SJPL DISABILITY ACCESS COMMITTEE (DAC)

- SJPL staff committee convened in December of 2019
- DAC staff committed to equitable access of library services
- DAC Charge: Make recommendations and implement improvements based on the evaluation of equitable disability access to services, resources, technology, and staff guidelines at San Jose Public Library
- Soft launched Library-By-Mail in Summer 2021
- Conducted promotion/outreach April 2022



LIBRARY-BY-MAIL



Pilot service that provides books and other library materials by mail to SJPL members of all ages who are unable to visit the library due to a temporary or permanent disability.

HOW IT WORKS

Enrollment

- Complete Application
- Provide certification
- Begin requesting materials

Requesting Materials

- Request holds via customer account
- Request assistance from a Librarian to select materials
- Items delivered within 2-4 business days
- Drop in mailbox or give to mail carrier to return

To Cancel

- Contact DAC or any library staff member

Questions or Information

- accessibility@sjlibrary.org

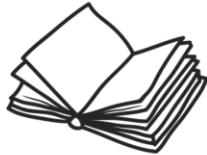
(PILOT 3) MONTH STATS AS OF 8/1/2022



8
Certified
Participants
(+2 Pending)



19
Packages
Mailed



38
Items
Borrowed



\$113
Package
Costs



53
Holds

WHAT'S NEXT?

- Revisit Certification Process
- Monitor data, consider process improvements, and seek additional funding for postage, as needed
- Utilize Accessibility Survey results to consider other improvements or related services
- Consider device lending feasibility and options (next FY)



QUESTIONS?

THANK YOU!

Jenny Choi, Deputy Director of Operations
Rebekah Gonzalez, Senior Librarian
accessibility@sjlibrary.org



**VI. COUNCIL LIAISON'S
ANNOUNCEMENTS
(M. GARCIA)**

VII. CHAIR'S ANNOUNCEMENTS

**VIII. LIBRARY DIRECTOR'S
ANNOUNCEMENTS
(J. BOURNE)**

IX. COMMENTS AND ANNOUNCEMENTS

**X. INFORMATION AND
UPCOMING OPPORTUNITIES
FOR COMMISSION
PARTICIPATION**

**XI. ITEM FOR FUTURE
COMMISSION MEETING
AGENDAS**

XII. MEETING SCHEDULE

**THE NEXT MEETING WILL BE
WEDNESDAY SEPTEMBER 21, 2022 AT
7PM.**

XIII. ADJOURNMENT