LIBRARY BOND OVERSIGHT COMMITTEE

January 18, 2023
7:00 PM to 7:30 PM
I. CALL TO ORDER & ORDERS OF THE DAY
II. CONSENT CALENDAR

A. APPROVE THE 01/18/2023 LIBRARY BOND OVERSIGHT COMMITTEE AGENDA

B. APPROVE MINUTES FROM THE LIBRARY BOND OVERSIGHT COMMITTEE MEETING OF 11/17/2021
III. PUBLIC RECORD
IV. OPEN FORUM
(2 MINUTES OF SPEAKING TIME IS AVAILABLE)

2m 00s
V. DISCUSSION/ACTION ITEMS
A) ACTION ITEM:
Oversight Role

• Understand the allowable costs

• Review expenditures for compliance with ballot language

• Review and approve outside audit of expenditures
Bond History & Scope

• November 2000: Measure O approved
  • $211,790,000 general obligation bond

• Restricted for the purchase of property and construction of improvements to libraries
  × No administration/staffing
  × New in 2019-2020, capital project management staff charges no longer allowed by the City - Previously capital project management staff could be charged to Bond Funds
2021-22 Expenditures

$210,287 of Expenditures

Security Cameras
- Berryessa
- Vineland

Facility Improvements
- West Valley Boiler Replacement
- Almaden HVAC/Chiller Replacement
- Bascom PA System Replacement
Audit Basis

• Financial Records

• Justification and backup documentation related to project management costs. Examples include:
  • Documentation of contracts
  • Invoice support for expenditures
  • Inquiries of liquidations
  • Tasks performed by capital project staff

• Internal controls
  • Material Weakness in Internal Control over Financial Reporting – No questionable uses of bond proceeds or associated noncompliance
  • No audit findings of inappropriate expenditures
Thank you!

January 18, 2023
Library and Education Commission
Agenda Item

Code of Conduct
• Comment on the specific agenda item topic only
• Speakers’ comments should be addressed to the full body. Requests to engage the Commissioners or Staff in conversation will not be honored.
• Abusive language is inappropriate.
• Repeated failure to comply with this Code of Conduct which will disturb, disrupt or impede the orderly conduct of the meeting may result in removal from the meeting.

Please unmute your device when your name is called. Phone in callers, please press *6 to unmute.
VI. THE NEXT LIBRARY BOND OVERSIGHT MEETING WILL BE NOVEMBER 15, 2023

VII. ADJOURNMENT
LIBRARY AND EDUCATION COMMISSION

January 18, 2023
7:30 PM to 9:00 PM
(To immediately follow the Library Bond Oversight Committee meeting)
I. CALL TO ORDER & ORDERS OF THE DAY
II. CONSENT CALENDAR

A. APPROVE THE 01/18/2023 AGENDA

B. APPROVE MINUTES FOR REGULAR MEETING OF 11/16/2022
III. PUBLIC RECORD
IV. OPEN FORUM
(2 MINUTES OF SPEAKING TIME IS AVAILABLE)

2m 00s
V. DISCUSSION/ACTION ITEMS
A) INFORMATION: YOUTH COMMISSION ANNOUNCEMENTS & UPDATES (CHAIR G. CHEN)
B) INFORMATION: LIBRARY BUDGET REVIEW
(A. MAESTRE)
BUDGET UPDATE

Library and Education Commission
January 18, 2023
MISSION

The San José Public Library enriches lives by fostering lifelong learning and by ensuring that every member of the community has access to a vast array of ideas and information.
## FY 22-23 LIBRARY ADOPTED BUDGET OVERVIEW

<table>
<thead>
<tr>
<th>Operating Budget</th>
<th>Capital Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>$66.1 Million</strong></td>
<td><strong>$25.9 Million</strong></td>
</tr>
<tr>
<td>General Fund - $48.4 Million</td>
<td>Branch Libraries Bond Projects Fund - $5.4 Million</td>
</tr>
<tr>
<td>Library Parcel Tax - $11.0 Million</td>
<td>Construction and Conveyance Tax - $18.8 Million</td>
</tr>
<tr>
<td>Capital Funds - $946,456</td>
<td>Library Parcel Tax - $1.8 Million</td>
</tr>
<tr>
<td>Gift Trust Fund - $155,000</td>
<td>Capital Improvement Program – 2023-2027: $52.1 Million</td>
</tr>
<tr>
<td>American Rescue Plan - $5.7 Million</td>
<td>Branch Library Bond Projects</td>
</tr>
<tr>
<td><strong>Personnel Services (salaries)</strong></td>
<td>Facilities Improvements &amp; Equipment</td>
</tr>
<tr>
<td>- 396.47 FTE (78% of budget)</td>
<td>Acquisition of Materials</td>
</tr>
<tr>
<td><strong>Core Services Support</strong></td>
<td></td>
</tr>
<tr>
<td>- Access, Education, Strategic Support</td>
<td></td>
</tr>
</tbody>
</table>

San José Public Library
FY 22-23 Library Adopted Budget Outcomes

Ongoing Budget Actions

• Annualized Library Hours Restoration for Lower Resourced Communities
  • Restore hours to 47 weekly hours to 13 branches identified as serving lower resourced communities
  • 16.2 FTE (13.2 FTE Library Page PT, 1.0 FTE Librarian PT, and 2.0 FTE Literacy Program Specialist FT)

• Library Security/Public Safety Staffing
  • Funding for additional 2.0 FTE (Security Supervisor & Sr Security Officer)

• Annualization of Equity, Diversity & Inclusion Staffing
  • Funding for 1.0 FTE (Community Programs Administrator)

• Family, Friend, and Neighbor (FFN) Program $500,000
  • Funding to reduce barriers and provide support for childcare providers

• Staffing Conversions/Efficiencies to Improve Systemwide Support
FY 22-23 LIBRARY ADOPTED BUDGET OUTCOMES (CONT'D)

One-time Budget Actions

- **Sunday Hours $2.2M**
  - Funding for 23.2 FTE (6.0 FTE Librarian FT, 1.0 FTE Librarian PT, 6.0 FTE Library Clerk FT, 2.0 FTE Library Clerk PT, 5.2 FTE Library Page PT, 1.0 FTE Senior Security Officer FT, 1.0 FTE Network Technician FT, 1.0 FTE Warehouse Worker FT)

- **SJ Aspires Program $240,000**
  - Funding for 2.0 FTE (1.0 FTE Literacy Program Specialist FT, 1.0 FTE Library Clerk FT)

- **Device Access & Digital Equity $1.1M**

- **Childcare Initiatives Funding $2.4M**
  - Funding for Summer Learning Program, Early Education & Expanded Learning Enrichment Programs, Tutoring, College Readiness, and Classroom Bundles for Educators

- **CaliforniansForAll Youth Workforce Program $3.2M**
  - Grant funding to expand the Resilience Corps Youth Workforce Program in the Learning Loss Mitigation Pathway
FY 23-24 BUDGET UPDATE

Citywide Economic Outlook
• City Revenues fully rebounded or significantly improved
• Balancing priorities of FY 2022-23 One-Time General Fund and American Rescue Plan Funding of $15 Million
• General Fund Constrained over next Two-Years

Citywide Budget Direction
• Reallocation of General Fund resources to achieve city-wide and department priority services
• Continuation of programs previously funded one-time by American Rescue Plan Fund
• Address specific City Council Direction, Significant Community/Organizational Risks, and One-Time Needs
• Proposed budget adds need to be offset with an equivalent department reduction
• Citywide budgeting for Equity review process
FY 23-24 BUDGET UPDATE (CONT'D)

Library Department Budget Strategy & Proposal Development

• Library Hours - Annualizing Sunday hours & expansion of hours
• Annualizing One-time funded programs including Fines Free
• Security & Safety
• Review of vacancies and Staffing Efficiencies
• SJ Access Program Delivery (short-term & long-term)
• Capital investments - equipment, facility & technology enhancements
DEPARTMENT ANNUAL BUDGET PROCESS

- **December – January:** Budget Direction Memo and revenue projections released by City Manager’s Office (surplus, no-add, reduction)
  - Library drafts and submits budget proposals based on revenue scenario; prepares reduction proposals if necessary
  - Library engages staff to communicate the budget standing and solicit feedback

- **January – February:** Library meets with City Manager’s Budget Office to determine final proposed budget to provide to Mayor
  - Library Commission Budget Message submitted to Mayor & City Council
BUDGET PROCESS TIMELINE AND IMPORTANT PUBLIC HEARING DATES

- **January**: 1/27: Operating + Capital budget submission to City Manager
- **March**: 3/6: Mayor’s March Budget Message
  - 3/14: Public Hearing at City Council
  - Finalize City Manager’s Proposed Budget and Capital Improvement Program
- **May**: 5/1: Release of City Manager’s Proposed Operating + Capital Budgets
  - 5/15-5/26: Community Budget Meetings
  - 5/10 -5/17: Public Study Sessions
  - 5/16: Public hearing at City Council
  - 5/24: City Council Budget Request Process
- **June**: 6/5: Mayor’s June Budget Message
  - 6/12: Final Public Hearing
  - 6/13: Mayor’s June Budget Message + budget approval
  - 6/20: Final budget adoption
Agenda Item

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C) INFORMATION: LIBRARY COLLECTIONS
(S. FUNG)
COLLECTIONS AND TECHNICAL SERVICES

January 18, 2023
Library and Education Commission
ACQUISITIONS BUDGET - OVERVIEW

Total Acquisitions Budget

$5,512,000

Allocation of Funds
- Parcel Tax: 8%
- Construction & Conveyance Tax: 92%

FY 2021-22 Circulation

- adult fiction: 19%
- adult general nonfiction: 5%
- merchandised collections: 5%
- adult/young adult audio: 2%
- young adult print: 4%
- children's fiction: 9%
- children's picture books: 16%
- children's easy readers: 7%
- children's nonfiction: 6%
- children's audio: 5%
- adult /ya media: 3%
- children's media: 2%
- languages: 1%
- special populations: 1%
- eBooks and eAudio: 0%

San José Public Library
## ACquisitions Budget - Data Driven Decisions

### By the Numbers
- Circulation
- Turnover Rate
- Cost per Item

### Other Factors
- City & Library Priorities
- Community Need

<table>
<thead>
<tr>
<th>FY 2022-23 Materials Budget</th>
<th>FY 20-21 Circulation</th>
<th>Turnover rate</th>
<th>% of Circ suggested allocations</th>
<th>Avg. cost per item (FY 21-22)</th>
<th>Resulting Suggested Budget</th>
<th>FY 22-23 Adjusted Suggested Budget</th>
<th>FY 21-22 Budget</th>
<th>Difference in Adjusted Budget and FY 21-22</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Young Adult</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>YA Fiction</td>
<td>67,489</td>
<td>1.8</td>
<td>$ 45,170</td>
<td>$ 9.29</td>
<td>$ 41,963</td>
<td>$ 45,000</td>
<td>$ 35,000</td>
<td>$(10,000)</td>
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<td>YA Graphic Novels</td>
<td>49,534</td>
<td>1.2</td>
<td>$ 33,152</td>
<td>$ 8.95</td>
<td>$ 29,671</td>
<td>$ 37,000</td>
<td>$ 37,370</td>
<td>$370</td>
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<td>YA Nonfiction</td>
<td>13,697</td>
<td>0.5</td>
<td>$ 9,167</td>
<td>$ 13.84</td>
<td>$ 12,687</td>
<td>$ 13,000</td>
<td>$ 17,000</td>
<td>$4,000</td>
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<td><strong>Children's</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Children's Fiction Hardcovers</td>
<td>156,967</td>
<td>2.2</td>
<td>$ 105,056</td>
<td>$ 8.99</td>
<td>$ 94,445</td>
<td>$ 95,000</td>
<td>$ 98,000</td>
<td>$3,000</td>
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<tr>
<td>Children's Paperback</td>
<td>146,217</td>
<td>2.5</td>
<td>$ 97,861</td>
<td>$ 5.17</td>
<td>$ 50,594</td>
<td>$ 50,000</td>
<td>$ 34,000</td>
<td>$(16,000)</td>
</tr>
<tr>
<td>Children's Series</td>
<td>136,150</td>
<td>2.0</td>
<td>$ 91,123</td>
<td>$ 3.78</td>
<td>$ 34,445</td>
<td>$ 35,000</td>
<td>$ 42,000</td>
<td>$7,000</td>
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<tr>
<td>Children's Picture Books</td>
<td>308,515</td>
<td>1.8</td>
<td>$ 206,485</td>
<td>$ 9.76</td>
<td>$ 201,530</td>
<td>$ 190,000</td>
<td>$ 180,000</td>
<td>$(10,000)</td>
</tr>
<tr>
<td>Children's Floppies &amp; Board Books</td>
<td>120,840</td>
<td>2.9</td>
<td>$ 80,877</td>
<td>$ 4.25</td>
<td>$ 34,373</td>
<td>$ 35,000</td>
<td>$ 47,000</td>
<td>$12,000</td>
</tr>
<tr>
<td>Children's Easy Readers</td>
<td>187,686</td>
<td>2.1</td>
<td>$ 125,616</td>
<td>$ 7.45</td>
<td>$ 93,584</td>
<td>$ 85,000</td>
<td>$ 80,000</td>
<td>$(5,000)</td>
</tr>
<tr>
<td>Children's Graphic Novels</td>
<td>89,332</td>
<td>3.3</td>
<td>$ 59,789</td>
<td>$ 8.60</td>
<td>$ 51,418</td>
<td>$ 75,000</td>
<td>$ 60,000</td>
<td>$(15,000)</td>
</tr>
<tr>
<td>Educational Resource Center</td>
<td>13,303</td>
<td>1.5</td>
<td>$ 8,904</td>
<td>$ 14.18</td>
<td>$ 12,625</td>
<td>$ 10,000</td>
<td>$ 10,000</td>
<td>$-</td>
</tr>
<tr>
<td>Children's Nonfiction</td>
<td>204,457</td>
<td>0.9</td>
<td>$ 136,841</td>
<td>$ 15.94</td>
<td>$ 218,124</td>
<td>$ 212,000</td>
<td>$ 209,000</td>
<td>$(3,000)</td>
</tr>
</tbody>
</table>

San José Public Library
MAGAZINES AND NEWSPAPERS

- Additional copies of top circulating titles were added this fiscal year
- Purchase requests for magazine titles tripled since last year
- One-time funds were added this fiscal year and ongoing funds were requested for next year

San José Public Library
Current percentage of the acquisitions budget is 7.7%

Some selection areas funding levels were reduced due to lack of availability, no new material being published

Increased funding to Japanese children’s print

Decreased funding to Vietnamese media, physical DVDs are increasingly difficult to find in favor of streaming video
MEETING DEMAND - EBOOKS FOR EVERYONE

eBook Circulation and Expenditures

San José Public Library
MEETING DEMAND - EAUDIO BOOKS FOR EVERYONE

eAudio Circulation

- Juvenile
- Adult Fiction
- Young Adult
- Adult Nonfiction
- eAudio Expenditures

San José Public Library
# Ebooks for Everyone – Providing Choice

<table>
<thead>
<tr>
<th></th>
<th>Best-Sellers &amp; New Releases</th>
<th>Always Available Titles or Available Now Filter</th>
<th>Browsable Lists with Creative Themes</th>
<th>Advanced Search &amp; Preferences Settings</th>
<th>Special Features</th>
</tr>
</thead>
</table>
| Axis 360       | ✅                            | ✅                                             | ✅                                  | ✅                                     | • Major library partner  
|                |                              |                                               |                                     |                                                        | • New app coming soon  
| Cloud Library  | ✅                            | ✅                                             | ✅                                  | ✅                                     | • Lucky Day collection  
|                |                              |                                               |                                     |                                                        | • Adult-focused collection  
| Hoopla         | ✅                            | ✅                                             | ✅                                  | ✅                                     | • Music, movies, & television  
|                |                              |                                               |                                     |                                                        | • Interactive children’s content  
| Libby Overdrive| ✅                            | ✅                                             | ✅                                  | ✅                                     | • Most popular eBook app  
|                |                              |                                               |                                     |                                                        | • Exclusive access to content in Kindle format  
| Palace         | ✅                            | ✅                                             | ✅                                  | ✅                                     | • Simple interface and features  
|                |                              |                                               |                                     |                                                        | • Exclusive content from Amazon Publishing  

- shorter holds lists  
- quick turn-around  
- instant access to all titles  
- curated by SJPL staff  
- search entire catalog

San José Public Library
**EBOOKS FOR EVERYONE – THERE'S MORE**

<table>
<thead>
<tr>
<th></th>
<th>eBooks</th>
<th>Multimedia</th>
<th>Mobile App</th>
<th>Special Features</th>
</tr>
</thead>
</table>
| Biblioboard Library | ✓      | ✓          | ✓          | • SJPL Graphic Novel Making Contest entries and other community anthologies  
|                   |        |            |            | • Indie Author Project submissions                     |
| Ebsco eBooks      | ✓      | ✓          | ✓          | • Support for academic use includes citation generator and Lexile level search filter |
| Enki             | ✓      |            | ✓          | • Reference materials include classics, study aids, and UC Press titles  
|                   |        |            |            | • Large Spanish-language collection                    |
| Gale eBooks       | ✓      |            | ✓          | • Large collection of popular nonfiction series, including DK Eyewitness, Complete Idiot's Guide, For Dummies, and travel guides  
| O'Reilly          | ✓      | ✓          | ✓          | • Focus on computer science, engineering, technology, and business subjects  
|                   |        |            |            | • Innovative search feature and interactive content     |

San José Public Library
• Digital Inclusion Grant laptop/hotspot kits converted to SJ Access Laptops
  • (22 converted, 14 to be converted)

• 2700 new filtered hotspots

• 1500 new filtered Chromebooks

• Catalog records consolidated into regions for hotspots and Chromebooks
  • (North, East, South, West, Central)

• 611 school hotspots converted to filtered SJPL hotspots
POPP UP LIBRARY PILOT

Fly Away
With eBooks

Airport Pop Up Library usage

San José Public Library
### SORA – CONNECTING TO SCHOOLS AND STUDENTS

![Sora's here. Check it out.](image)

<table>
<thead>
<tr>
<th>School District</th>
<th>Academic Year 21/22 Checkouts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Union School District</td>
<td>6738</td>
</tr>
<tr>
<td>Berryessa Union Elementary School District</td>
<td>2152</td>
</tr>
<tr>
<td>Archbishop Mitty High School</td>
<td>322</td>
</tr>
<tr>
<td>Evergreen School District</td>
<td>296</td>
</tr>
<tr>
<td>Sunrise Middle</td>
<td>95</td>
</tr>
<tr>
<td><strong>Using a SJPL library card</strong></td>
<td><strong>25,503</strong></td>
</tr>
</tbody>
</table>

**Total Sora Checkouts**

![Bar graph showing total Sora checkouts](image)

San José Public Library
DIVERSITY, EQUITY AND INCLUSION

<table>
<thead>
<tr>
<th>DEI Topic</th>
<th>9/21 Total DEI Items</th>
<th>12/22 Total DEI Items</th>
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</thead>
<tbody>
<tr>
<td>Unique DEI Items</td>
<td>15.10%</td>
<td>18.5%</td>
</tr>
<tr>
<td>Asian</td>
<td>2.00%</td>
<td>2.7%</td>
</tr>
<tr>
<td>Black</td>
<td>2.20%</td>
<td>3.2%</td>
</tr>
<tr>
<td>Disabilities &amp; Neurodiversity</td>
<td>0.80%</td>
<td>1.2%</td>
</tr>
<tr>
<td>Equity &amp; Social Issues</td>
<td>2.60%</td>
<td>5.0%</td>
</tr>
<tr>
<td>Hispanic &amp; Latino</td>
<td>1.70%</td>
<td>2.1%</td>
</tr>
<tr>
<td>Indigenous</td>
<td>0.60%</td>
<td>1.0%</td>
</tr>
<tr>
<td>LGBTQIA+ &amp; Gender Studies</td>
<td>1.00%</td>
<td>1.4%</td>
</tr>
<tr>
<td>Mental &amp; Emotional Health</td>
<td>4.40%</td>
<td>3.7%</td>
</tr>
<tr>
<td>Middle Eastern &amp; North African</td>
<td>0.40%</td>
<td>0.5%</td>
</tr>
<tr>
<td>Multicultural</td>
<td>1.20%</td>
<td>1.9%</td>
</tr>
<tr>
<td>Religion</td>
<td>1.10%</td>
<td>1.5%</td>
</tr>
<tr>
<td>Substance Abuse &amp; Addictions</td>
<td>0.20%</td>
<td>0.3%</td>
</tr>
</tbody>
</table>
DIVERSITY, EQUITY AND INCLUSION

GENERAL RECOMMENDATIONS

SJPL Picks: Hispanic American Voices in YA Fiction

By: sjpl_teenha
San José Public Library

Staff-created list

Join in the reading revolution and revel in these stories featuring characters told by authors identifying as Hispanic American. These reads are perfect for Hispanic Heritage Month, and any other month of the year as well. Selected and curated by SJPL Librarians.

TOPIC GUIDE

SJPL Picks: Picture Books Celebrating Asian American and Pacific Islander Voices

By: sjpl_KidsPicks
San José Public Library

Staff-created list

Celebrate the Asian, South Asian and Pacific Islander voices in our community! Check out these picture books that recognize the stories and influence of Asian Americans and Pacific Islander Americans.
### Inclusive Subject Headings

<table>
<thead>
<tr>
<th>Original LC Subject Heading</th>
<th>Updated Inclusive Terminology</th>
<th>Total Records Updated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Illegal Aliens</td>
<td>Undocumented Immigrants</td>
<td>729</td>
</tr>
<tr>
<td>Alien criminal</td>
<td>Undocumented Immigrant criminals</td>
<td>14</td>
</tr>
<tr>
<td>Alien detention center</td>
<td>Undocumented Immigrant detention centers</td>
<td>18</td>
</tr>
<tr>
<td>Alien property</td>
<td>Undocumented Immigrant property</td>
<td>2</td>
</tr>
<tr>
<td>Children of illegal aliens</td>
<td>Children of Undocumented Immigrants</td>
<td>60</td>
</tr>
<tr>
<td>Mixed race people</td>
<td>Multiracial persons</td>
<td>77</td>
</tr>
<tr>
<td>Afro-Americans (completely removed)</td>
<td>African Americans</td>
<td>62</td>
</tr>
<tr>
<td>Working poor</td>
<td>Low-income group</td>
<td>104</td>
</tr>
<tr>
<td>Slaves</td>
<td>Enslaved people</td>
<td>1545</td>
</tr>
<tr>
<td>Sexual minorities</td>
<td>LGBTQ people</td>
<td>302</td>
</tr>
</tbody>
</table>
Graphic Novel & Winter Comic Making Contest Entries Added to BiblioBoard by Fiscal Year

San José Public Library Community Collections

This curation contains content created by San José Public Library users and staff. Keep your eye on this spot for more local content.

Content

ALL (8)     ANTHOLOGIES (8)

SAN JOSE PUBLIC LIBRARY

Graphic Novel Making Contest Entries & Winners of the 2021 Graphic Novel Making Contest

2021 Winter Comic Making Contest

2021 Winter Storytelling Contest

2020 Submissions, Winners, and Highlights

San José Public Library
Calendar Year 2022 Statistics

- 1,945 Stories Printed from Dispensers
- 4,925 Readings via the Web Portal
- 177 Original Works Submitted
  - 77 Spring into Poetry Submissions
  - 62 Fall into Fiction Submissions
- 155 Original Works Published
ACCOMPLISHMENTS AND LOOKING FORWARD

What we accomplished since last year

• HyRead – Chinese Language eBook Platform implementation

• Addition of periodical materials – focus on materials in other languages

• Inclusive Subject Headings – update additional records

What is upcoming – focus on accessibility

• Addition of small, youth focused Braille collections

• Youth large print expansion

• Addition of NewsBank’s Historical Archive, San José Mercury News

• On the search for streaming video platforms with large world language collections
QUESTIONS?

Sharon Fung * sharon.fung@sjlibrary.org * 408-808-2468
Agenda Item

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VI. COUNCIL LIAISON’S ANNOUNCEMENTS (TBD)
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 JANUARY 18, 2023 AT
7PM.
XIII. ADJOURNMENT