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MEETING MINUTES  
January 17, 2018

## **I. Call to Order & Orders of the Day**

### **Roll Call**

**PRESENT:** Chair Michael L. Snyder, Commissioners, Wendi Mahaney-Gurahoo, Michael Melillo, Kristin N. Rivers, Ph.D., Hilary Thorsen, Thaddeus Aid, Daniel Newell, Tiffany Uhri Chu, Elena Jolly, Sandra Jewett and Janice Allen.

**ABSENT:** Vice-Chair Pat McMahon and Commissioners José Magaña, Gao Tran and Shailesh Dubale

**STAFF:** City Librarian Jill Bourne, Assistant City Librarian Jean Herriges, Division Managers Michelle Amores and Vidya Kilambi, Program Manager Lisa Valerio, Public Information Manager Elizabeth Castaneda, Public Information Representative Nancy Macias, San José Public Library Foundation Executive Director Dawn Coppin, Administrative Officer Jenny Choi, Senior Office Specialist Justin Sana, and Administrative Assistant Adriana York.

**Others:** No others were in attendance.

### **Call to Order**

The Library and Early Education Commission convened at 8:00 p.m. at the Edenvale Branch library.

## **II. Orders of the Day: Approval of the Agenda**

Upon a motion by Commissioner Jewett, seconded by Commissioner Allen and carried unanimously, the Commission approved the adoption of the January 17, 2018 agenda. (11-0-4)

## **III. Consent Calendar**

- A. Action: Upon a motion by Commissioner Aid seconded by Commissioner Allen, the Commission approved the [Minutes](#) for the Regular Meeting of November 15, 2017. (11-0-4)
- B. Correspondence: There was no correspondence for the Commission to review.

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

**V. Open Forum:** There was public testimony from the floor.

**VI. Discussion/Action Items**

- A. Direct subcommittee to work with Library Staff to author and issue the Annual Commission Budget Activities Message to Council (J. Bourne/J. Herriges): Review of last years budget statement to be sent to Council on behalf of the Commission, along with a [power point presentation](#) outlining the upcoming Library budget status was presented to the Commission. January 22, 2018 was determined to be a deadline for the Commission to add to the draft budget message.
- B. [Edenvale Branch Update](#) (J. Bowlby): An update of the Edenvale Branch library activities and accomplishments.

**V. Council Liason's Announcements:** Council Liaison was not present.

**VI. Chair's Announcements:** There were no comments from the Chair.

**VII. Library Director's Announcements:** There were no comments from the Library Director.

**VIII. Comments and Announcements:**

- A. Youth Commission: No Youth Commission representative present.
- B. Friends' Groups Comments, Announcements and Updates: There were no comments, announcements or updates.
- C. Meetings Attended by Commissioners as Commissioners:  
Commissioner Rivers attended the 10<sup>th</sup> Anniversary Party of the Edenvale Branch library on November 18, 2017.
- D. San José Public Library Foundation Board: Commissioner Newell introduced the new Executive Director of the Foundation, Dr. Dawn Coppin. Dr. Coppin was welcomed by the Commission and she provided a brief background regarding how she came to fill the Executive Director position with the Foundation.

**IX. Information and Upcoming Opportunities For Commission Participation –**

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

**X. Items for Future Commission Meeting Agendas:** No items were submitted for consideration.

**XI.Meeting Schedule and Agenda Items**

The next regular meeting will be February 21, 2018 at 7:00 p.m., at the Dr. Martin Luther King Library on the 5<sup>th</sup> Floor in the Cultural Heritage Center.

**XII.Adjournment:** The meeting was adjourned at approximately 9:02 p.m.

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MICHAEL L. SNYDER, Chair  
San José Public Library  
and Early Education Commission

ATTEST:  
COUNCIL APPOINTMENT ADVISORY COMMISSION SECRETARY

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ADRIANA A. YORK