

# City of San José Library and Early Education Commission

District 1— Michael Snyder (Chair)  
District 3— Daniel Newell  
District 5— José Magaña  
District 7— Wendi Mahaney-Gurahoo  
District 9— Tiffany Uhri Chu  
Citywide— Elena Jolly  
Early Childcare Seat 2— Thaddeus Aid  
Early Childcare Seat 4 – Michael Melillo

Kristin N. Rivers PhD —District 2  
Shailesh Dubale —District 4  
Hilary Thorsen —District 6  
Giao Tran —District 8  
(Vice Chair) Pat McMahon —District 10  
Sandra Jewett – Early Childcare Seat 1  
Janice Allen – Early Childcare Seat 3

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## MEETING AGENDA

7:00 p.m.

October 18, 2017

Joyce Ellington Branch Library  
Community Room  
491 Empire St.  
San José, CA 95112

- I. Call to Order & Orders of the Day**
- II. Approval of Agenda**
- III. Consent Calendar**
  - A. Approve the Minutes for the Regular Meeting of [September 20, 2017](#)
  - B. Correspondence: Review of all incoming correspondence.
- IV. Public Record:** Reading of any correspondence.
- V. Open Forum** (*Members of the Public are invited to speak on any item that does not appear on today's Agenda and that is within the subject matter jurisdiction of the Commission. Meeting attendees are usually given two (2) minutes to speak on any discussion item and/or during open forum; the time limit is in the discretion of the Chair of the meeting and may be limited when appropriate. Speakers using a translator will be given twice the time allotted to ensure non-English speakers receive the same opportunity to directly address the Committee, Board or Commission.*)
- VI. Discussion/Action Items**
  - A. [Library Annual Capital/Facilities Project\(s\) Update](#) (L. Valerio): An annual update of the Library Department's Capital/Facilities Project(s).
  - B. [Facilities and Asset Management Plan Report](#) (L. Valerio and J. Choi): A report on the Library's facilities and asset management plan.
  - C. Review of Bond and Audit Questions (J. Choi and S. Erickson): A review of the Bond and Audit questions submitted by the ad hoc committee.
  - D. [Joyce Ellington Branch Update](#) (T. Price): An update of the Joyce Ellington Branch library activities and accomplishments.

**VII. Council Liason's Announcements:**

Any announcements to be shared on behalf of Council member Tam Nguyen's liaison representative.

**VIII. Chair's Announcements:**

Any announcements to be shared by the Library and Early Education Commission Chair.

**IX. Library Director's Announcements:**

**The Library Has a Successful Conclusion for its Summer Programs** - The San José Public Library had another successful summer thanks to dedicated library staff and the library's partners who worked diligently at organizing and producing programs that impact our community.

- [Summer Food Program](#) served three-thousand more healthy meals than last year with a grand total of **18,688 meals** distributed from June to August at seven branch libraries.
- [Summer Reading Challenge](#) had nearly **20,000 registrants** that include children, teens and adults. This summer literacy program encouraged children and their families to read daily and track their minutes read which in return won many families prizes, such as SF Giants tickets, an iPad tablet, and passes to local museums, to name a few.

**Village Square Branch Library Project Receives Silver Certification** – The U.S. Green Building Council (USGBC) awarded San José Public Library (SJPL's) last bond branch project, Village Square, with a Leadership in Energy and Environment Design (LEED) Silver certification. As of September 2017, Village Square is a silver level building thanks to the dedicated Public Works and Library staff who were assigned to this project, and the architectural team, IBI-Group and their consultants. All 20 of SJPL's bond libraries were designed as LEED buildings. West Valley Branch Library is the only non-bond library that is also LEED certified. The breakdown of the bond libraries and their LEED certification level are as follows:

LEED Gold Certificate Branches:

- Seven Trees
- Bascom
- Educational Park

LEED Silver Certificate Branches:

- East Branch Carnegie
- Santa Teresa
- Calabazas
- Village Square

**National Friends of the Library Week** from October 15<sup>th</sup> – 21<sup>st</sup>. Each SJPL branch celebrates its Friends group throughout this week by wearing "Thank You" buttons and displaying signage in all branches. Some branches also host potlucks in appreciation to our Friends. Last fiscal year, over 5,000 Friends of the Library volunteers contributed nearly 16,000 hours supporting SJPL.

**The Library Celebrates National Hispanic Heritage Month:** The San José Public Library recognizes the contributions, culture, and heritage of Hispanic and Latino Americans. The national and traditional celebration began on September 15 and ended October 15. During this time of reflection, the Library is hosted a variety of programs, such as movie screenings, arts & crafts, and traditional dances.

**Library Staff Come Together for the 4<sup>th</sup> Annual SJPL Mini-Con** – On Friday, September 29, the Library held its annual Mini-Con, an all-staff professional development training conference. The guest speaker was City Manager Norberto Dueñas. Library staff then thanked our former City Manager, who recently retired, by holding several signs that spelled out “Thank You Norberto!” SJPL Mini-Con offered 12 training sessions that dealt with different topics. Mini-Con was organized by a committee made up of staff that helped from reserving the meeting spaces to putting together the top training sessions requested by staff, inviting guest speakers, and so much more to ensure a successful conference.

**The Community is invited to the 4th Annual Library 2 Library Bicycle Loop Tour** – The San José Public Library is teaming up with other Bay Area libraries to host the popular 25-mile bike ride, [Library 2 Library Bicycle Loop Tour](#) on Saturday, October 21. This free community event will start and finish at the Calabazas Branch Library. Cyclists will depart at 9:30 a.m. The Library stops will include library tours, snacks, and activities. The *Library 2 Library Bicycle Loop Tour* is a fun event for library lovers and bicycle enthusiasts. With the growing momentum of bicycle awareness, advocacy, and infrastructure in the Silicon Valley area, libraries are pursuing innovative bicycle-related services and programming. Hosting library bicycle tours, increases the visibility of libraries and gets librarians out into the community.

**X. Comments and Announcements:**

- A. Youth Commission: Any comments or announcements to be shared by the City of San José Youth Commission representative regarding Youth Commission activities.  
Friends’ Groups Comments, Announcements and Updates: Any comments, announcements and updates to be shared by Library and Early Education Commissioners regarding interactions with the San José Public Library Friends’ Groups.
- B. Meetings Attended by Commissioners as Commissioners: Any comments and announcements to be shared by the Library and Early Education Commission regarding meeting attendance as Commissioners.
- C. San José Public Library Foundation Board: Any comments and announcements to be shared by the Library and Early Education Commission regarding interactions with the San José Library Foundation Board.

**XI. Information and Upcoming Opportunities For Commission Participation –**  
See SJPL Program Calendar at <http://www.sjpl.org/>

**XII. Items for Future Commission Meeting Agendas:**  
Identification of discussion items that may be considered for future meeting agendas.

**XIII. Meeting Schedule and Agenda Items**

The next regular meeting will be November 15th at 7:00 p.m., Dr. Martin Luther King, Jr. library at 150 E. San Fernando Street, 3<sup>rd</sup> Floor SJPL Works.

**XIV. Adjournment:**

Conclusion of the meeting as announced by the Library and Early Education Commission Chair.

**MISSION**

*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.*

*The City of San José is committed to open and honest government and strives to consistently meet the community's expectations by providing excellent service, in a positive and timely manner, and in the full view of the public.*

You may speak to the Commission about any discussion item that is on the agenda, and you may also speak during Public Comments on items that are not on the agenda and are within the subject matter jurisdiction of the Commission. Please be advised that, by law, the Commission is unable to discuss or take action on issues presented during Public Comments. Pursuant to Government Code Section 54954.2, no matter shall be acted upon by the Commission unless listed on the agenda, which has been posted not less than 72 hours prior to meeting.

Agendas, Staff Reports and some associated documents for the Commission items may be viewed on the Internet at <http://sanjoseca.gov/index.aspx?nid=3970>.

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at the Office of the City Clerk, 200 East Santa Clara Street, 14<sup>th</sup> Floor, San José, California 95113, at the same time that the public records are distributed or made available to the legislative body. Any draft resolutions or other items posted on the Internet site or distributed in advance of the commission meeting may not be the final documents approved by the commission. Contact the Office of the City Clerk for the final document.

On occasion the Commission may consider agenda items out of order.

The Library And Early Educatio Commission meets every third Wednesday of the month at 7:00 p.m., with special meetings as necessary. If you have any questions, please direct them to the Commission staff. Thank you for taking the time to attend today's meeting. We look forward to seeing you at future meetings.

**To request an accommodation or alternative format under the Americans with Disabilities Act for City-sponsored meetings, events or printed materials, please call (408) 535-1260 as soon as possible, but at least three business days before the meeting.**

**Please direct correspondence and questions to:**

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