

---

MEETING MINUTES

August 15, 2018

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

**Roll Call**

PRESENT: Chair Michael L. Snyder, Vice Chair Wendi Mahaney-Gurahoo, Commissioners Michael Melillo, Kristin N. Rivers, Ph.D., Hilary Thorsen, Daniel Newell, José Magaña, Janice Allen, Thaddeus Aid and Tiffany Uhri Chu

ABSENT: Commissioners Elena Jolly and Pat McMahon

STAFF: City Librarian Jill Bourne, Deputy Director Jenny Choi, Division Managers Jean Herriges and Vidya Kilambi, Marketing Representative Nancy Macias, San José Public Library Foundation Executive Director Dawn Coppin, Chief of Staff Ann Grabowski, Senior Librarian Nancy Donnell, and Administrative Assistant Adriana York.

Others: Youth Commissioner Deepankar Joshi

**Call to Order**

The Library and Early Education Commission convened at 7:02 p.m. in the Community Room of the Willow Glen Branch library.

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

Upon a motion by Commissioner Allen seconded by Commissioner Uhri Chu and carried unanimously, the Commission approved the adoption of the August 15, 2018 agenda. (10-0-6)

**III. Consent Calendar**

Upon a motion by Commissioner Allen, seconded by Commissioner Thorsen and carried, the Commission approved the Minutes for the Regular Meetings of [June 20, 2018](#) with the correction to the attendance that included Commissioner Allen as present. (10-0-6)

A. Correspondence: There was correspondence from:

1. Commissioner Giao Tran
2. A reminder from the Commission Secretary
3. Councilmember Tam Nguyen's staff member Natalie Le
4. Council Appointment Advisory Commission Letter

**IV. Public Record:** There was correspondence for the Commissioners to review.

V. **Open Forum:** There was no public testimony from the floor.

VI. **Discussion/Action Items**

- A. Welcome New Commissioners (Chair Snyder): Acknowledgment of returning and newly re-appointed Commissioners.
- B. Adopt FY 2018-2019 Work Plan and 2017-18 Commission Accomplishments (Chair Snyder): A review and adoption of finalized Work Plan Topics for use during Fiscal Year 2018-19 (motion made by Commissioner Magana and seconded by Commissioner Allen) (10-0-6), and a report of the Commission's 2017-2018 Accomplishments was accepted.
- C. Identify Ad hoc Committee to Review Bond Questions (Chair Snyder): the appointment of an ad hoc committee that will develop questions regarding Library Bond projects was made up of Chair Snyder, Commissioners Thorsen and McMahon upon the motion of Commissioner Melillo and seconded by Commissioner Allen. (10-0-6)
- D. Education Update - Early Education Ad Hoc Committee Report-out (Commissioners Mahaney-Gurahoo and Jolly): A power point presentation regarding the Early Education ad hoc committee's recent activities was accepted by the Commission.
- E. Library Branch Update (N. Donnell): A power point overview of the Willow Glen Library branch's current and future programs and community events was accepted by the Commission.

VII. **Council Liaison's Announcements: Not present.**

VIII. **Vice Chair's Announcements:**

- Thanks to the Commissioners for the commitment to the Commission.

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

- As of July 5, 2018, all of our *Children's and Young Adult materials are fine free* during Fiscal Year 2018/19. To promote this accomplishment, all Library locations were provided with talking points for staff, and print collateral to display at all check-out machines and book drops. A second phase of promotions is currently in place and is tied to our back-to-school and "Academic Success" marketing materials. This accomplishment has resulted in an increase in the number of users.
- *Drag Queen Story Time* was held in August well attended event at the Dr. Martin Luther King Jr. Library with over 400 people in attendance. The performer (Talon Marks) was a former educator who had been trained by Children's Librarians. The content was very well received as it was very age appropriate and we received excellent feedback by means of evaluations that were collected from the attendees. The next event will be held Saturday, August 18<sup>th</sup> at the Dr. Martin Luther King Jr. Library at 11 a.m...
- *San José Public Library offered its first-ever Summer Coding Camps*, thanks to the generosity of Alaska Airlines and the work of the San José Public Library Foundation.

To kick-off the coding camps, a press event was hosted at Joyce Ellington Branch Library. The Summer Coding Camps gave 60 San José students, ages 9-11, the opportunity to explore computer coding, art, literacy and physical fitness. There were two coding camps offered: The first week was a **co-ed class** that ran from **July 23 – 27** at Joyce Ellington Branch Library. The second week was an **all-girls class** that ran from **July 30 – August 3** at Educational Park Branch Library. Both branch libraries offered classes **Monday through Friday from 8:00 AM – 3:00 PM**. Students were provided with snacks through the Library's Summer Lunch Program, and the coding camps were led by credentialed teachers who were trained by SJPL staff and followed a specially designed curriculum.

- *The Dr. Martin Luther King, Jr. Library's 15<sup>th</sup> Anniversary* community celebration will be held on Thursday, August 30 from 11:00 a.m. to 1:00 p.m. The day of festivities will include:
  - performances by local artists
  - discovery of hidden wonders with a King Library Art Tour
  - cookies (BYOM - Bring Your Own Milk) and giveaways

#### **X. Comments and Announcements:**

- A. Youth Commission: Youth Commissioner Deepankar Joshi representing Council District One was present and reported that a work plan has been developed and some key items they are focusing on is bridging the education gap between kids and career opportunities, which would include civic engagement. The ad hoc committees that were developed are: technological advancement, education, environment, youth safety and civic engagement. The majority of these ad hoc committees will have the objective of collaborating with the Library Department. The City employee liaison is Betty Ramirez and she inquired about the status of Library possibly participating in the Children's Faire which was discontinued due to budget cuts. He will share the Library's opportunities with the Youth Commission in August.
- B. Meetings Attended by Commissioners as Commissioners:
  - Commissioner Melillo attended the opening and closing announcements of the first week of the Coding 5K campaign.
- C. San José Public Library Foundation Board (Commissioner Newell):
  - Commissioner Newell was unable to attend the last meeting so he asked that Executive Director give an update.
  - Executive Director Dawn Coppin: the Coding camps were very much supported by the Foundation Board and she commended the SJPL Marketing team for doing a tremendous job of bringing awareness to this campaign. They are looking forward to December as the Foundation looks forward to promoting the next Coding 5K as a program system-wide.
  - They are looking to working with corporations for sponsorship for marketing and advertising.

- Tenth Anniversary of Branch Openings: Willow Glen and Pearl Branch libraries. One of the items that they are trying is to send notification to all of the donors who gave to the original opening campaigns of branches and to try and get people reengaged again. Sent out 120 emails for Pearl Branch and 340 for Willow Glen Branch.
- Just received a two year grant from the Sobrato Family Foundation which will help to support the growth of the San José Promise program into the Silicon Valley Promise program. The Foundation will bring in experts who will help grow that further education program. This is a glimpse into how the community views the Library and the Foundation as integral parts of education outside of the traditional educational system. The regional boundaries for Silicon Valley Promise is expanding it out to Santa Clara/San Mateo and also moving from the two year community colleges to the four year universities; for students who may be doing stacked credentials.
- Next San José Public Library Foundation meeting is September 18<sup>th</sup>.

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

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

**XII. Items for Future Commission Meeting Agendas: None**

**XIII. Meeting Schedule and Agenda Items**

The next regular meeting will be September 19, 2018 at 7:00 p.m., at the Dr. Martin Luther King, Jr. Library.

**XIV. Adjournment:** The meeting was adjourned at approximately 8:19 p.m.

---

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

ATTEST:

COUNCIL APPOINTMENT ADVISORY COMMISSION SECRETARY

---

ADRIANA A. YORK