
MEETING MINUTES

February 21, 2018

I. Call to Order & Orders of the Day

Roll Call

PRESENT: Chair Michael L. Snyder, Vice-Chair Pat McMahon, Commissioners Wendi Mahaney-Gurahoo, Shailesh Dubale (arrived at 7:25 p.m.), Michael Melillo, Hilary Thorsen, Daniel Newell, Tiffany Uhri Chu (arrived at 7:11 p.m.), Elena Jolly, José Magaña, Giao Tran, and Janice Allen.

ABSENT: Commissioners Kristin N. Rivers, Ph.D., Thaddeus Aid, and Sandra Jewett.

STAFF: City Librarian Jill Bourne, Assistant City Librarian Jean Herriges, Division Managers Chaunacey Dunkleey, Michelle Amores and Vidya Kilambi, Chief of Staff Ann Grabowski, Public Information Manager Elizabeth Castañeda, San José Public Library Foundation Executive Director Dawn Coppin, Administrative Officer Jenny Choi, Community Programs Administrator Araceli Delgado, Librarian Erin Herzog, Senior Office Specialist Justin Sana, and Administrative Assistant Adriana York.

Others: Strong Start Project Director, Matthew Tinsley, Ph. D. of Santa Clara County Office of Education

Call to Order

The Library and Early Education Commission convened at 7:00 p.m. at the Dr. Martin Luther King, Jr. Library, 5th Floor – Cultural Heritage Center.

II. Orders of the Day: Approval of the Agenda

Upon a motion by Commissioner Allen, seconded by Commissioner Melillo and carried unanimously, the Commission approved the adoption of the February 21, 2018 agenda. (10-0-5)

III. Consent Calendar

A. Action: Upon a motion by Commissioner Magaña seconded by Commissioner Allen and carried unanimously, the Commission approved the [Minutes](#) for the Regular Meeting of January 17, 2018. (10-0-5)

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 no public testimony from the floor.

VI. **Discussion/Action Items**

A. San José Public Library Foundation Update (D. Newell/D. Coppin): Review of last years Foundation activity and future plans.

B. [Commission Budget Message](#) Approval (J. Herriges): A review of the draft Budget message to be sent to City Council on behalf of the Commission. Upon a motion by Commissioner Allen, seconded by Commissioner Jolly and carried unanimously, the Commission approved the message with the following two changes:

1. In the fifth paragraph, the second sentence should read: ***To that end, we respectfully ask you to enact your suggestion from 2016 to eliminate Library late fines on materials for children and teens.***
2. An additional line to separate the fifth and sixth paragraph should be added.

C. [California Room Presentaion](#) (E. Herzog): a presentation on the California Rooms offerings and background. This report was accepted by the Commission.

D. [Early Education Update](#) (A. Delgado/M. Tinsley(SCCOE)): an update on the Early Education's collaborative efforts involving community based organizations. This report was accepted by the Commission with the following requested Action Item: Staff is to forward the power point presentation by Dr. Matthew Tinsley of the Santa Clara County Office of Education's, Strong Start Project.

VII. **Council Liason's Announcements:** The Council Liason was not present for this meeting.

VIII. **Chair's Announcements:** Chair Snyder announced that there are some local school districts that are exploring the implementation of STEAM initiative goals and they will be connecting with the Library Department. This is a upcoming action on the school district level and a few of his education peers will be contacting the Library in that regard.

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

Get Ready for a Coding Revolution – SJPL and the City of San José proudly presented the [Coding5k Challenge](#) – the Library's latest initiative that will help further enhance access for FREE STEAM (Science, Technology, Engineering, Arts and Math) learning programs for grades K to 12 students. In partnership with local tech companies and expert volunteers who presented programs throughout branch libraries teaching students how to code. The Library's goal is to have 5,000 San Joséans participate in coding classes by the year 2020. To kick off this campaign, the Library hosted a press event at 2 p.m. on **Friday, February 16** at the [Hillview Branch Library](#). The guest speakers included Mayor Sam Liccardo, City Librarian Jill Bourne and a representative from Silicon Valley Leadership Group. For more information, visit: www.sjpl.org/coding5k

FREE Tax Help Now Available at the Library – Tax help from Volunteer Income Tax Assistance (VITA) is available until April 14 for individuals and families whose annual income is less than \$54,000. Volunteers are trained to prepare basic 2016 Forms such as: 1040EZ, 1040A, 1040 with Schedule A, B, limited Schedule CEZ, C and California Income Tax Returns only. Assistance is available in English, Spanish and Vietnamese, at most locations. E-filing is also available at all participating locations which are:

- Dr. Roberto Cruz - Alum Rock
- East San José Carnegie
- Hillview
- Seven Trees
- West Valley

Black History Month and Lunar New Year Celebrations – It's a busy month at branch libraries as they are celebrating Black History Month and Lunar New Year. In our widely diverse city, staff is well prepared to offer programs and events for people to celebrate while learning more about different cultures. We encourage all to visit www.sjpl.org to view a complete list of events celebrating Black History Month and Lunar New Year.

SJPL Will Celebrate Its' Second Class of Adult High School Graduates – The San José Library has awarded **75 scholarships** to adults who sought to earn an accredited high school diploma through the Career Online High School program. This is a result of a collaborative effort of the Partners in Reading unit and the San José Public Library Foundation. This second class has over 15 graduates who will receive their diploma during a special graduation ceremony at **5:30 p.m. on Thursday, March 8th at the City Hall Rotunda**. In addition to their diploma, these graduates also earned a career certificate in a high-demand career field, including Office Management, Child Care & Education, Certified Protection Officer, and Food & Hospitality. Library staff support adult students from enrollment through graduation so that they can achieve their academic and career goals.

Beautify Your Branch and Eliminate your Library Fees – Patrons are invited to participate in San José Public Library's 2nd Annual Service Day. By volunteering on **Saturday, March 10th**, at any of the 24-branch locations, participants will have the opportunity to reduce, or even eliminate, library fines at a rate of \$20.00 per hour, as well as assisting to beautify branch libraries. Volunteers will clean books, dust shelves, and organize library materials. This system-wide event has two sessions:
10:15 AM – 12:15 PM and/or 1:00 PM – 3:00 PM.

Special Council Session regarding the Library's Education and Digital Literacy Policy – SJPL will be hosting an informational session with City Council Members highlighting the activities and possible policy developments involving education and digital literacy within the Library Department. The session is tentatively scheduled for April 16th from 1 p.m. to 4 p.m. at City Hall Council Chambers. Staff will forward an invitation to the Commission when it becomes available.

X. Comments and Announcements:

A. Youth Commission: The Youth Commissioner was not present for this meeting.

B. Meetings Attended by Commissioners as Commissioners:

- Janice attended the bridge library opening – really nicely organized and appealing. Very nicely received by the public.
- Vice Chair McMahon shared that he attended the Friends of Berryessa Library branch book sale where over \$2,000 was collected.
- Commissioner Melillo attended the Bridge Library meeting and said was very well organized; he also attended the 5K Coding press conference at Hillview Branch library and it too was well organized and attended by dignitaries and the press.

C. San José Public Library Foundation Board: Commissioner Newell had no additional update to the data presented earlier on this meeting agenda.

XI. Information and Upcoming Opportunities For Commission Participation –

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

XII. Items for Future Commission Meeting Agendas: There were no items for consideration to be added to the next meeting agenda.

XIII. Meeting Schedule and Agenda Items

The next regular meeting will be March 21, 2018 at 7:00 p.m., at the Dr. Martin Luther King Library on the 3rd Floor in SJPL Works.

XIV. Adjournment: The meeting was adjourned at approximately 8:37 p.m.

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

ATTEST:

COUNCIL APPOINTMENT ADVISORY COMMISSION SECRETARY

ADRIANA A. YORK