

MEETING MINUTES

June 21, 2017

I. Call to Order & Orders of the Day

Roll Call

PRESENT: Chair Michael L. Snyder, Vice-Chair Michael Melillo Commission Members Pat McMahon, Sandra, Jewett, Daniel Newell, Rebecca Elliot, Thaddeus Aid, Matthew Giordono and Daisy Barocio

ABSENT: Commission Member Shailesh Dubale and Terri Wallace-Bielecki

STAFF: Interim Assistant Director Jean Herriges, Administrative Officer Jenny Choi, Division Manager Michelle Amores, Interim Division Managers Vidya Kilambi and Chaunacey Dunklee, Marketing and Communications Manager Elizabeth Castañeda, Branch Manager Mark Giannuzzi, and Early Education Manager Araceli Delgado-Ortiz.

Others: Not Present

Call to Order

The Library and Early Education Commission convened at 7:02 p.m. in the Community Room at Educational Park Branch Library.

II. Orders of the Day: Approval of the Agenda

Action: Upon a motion by Commissioner Jewett seconded by Commissioner Melillo and carried unanimously, the Commission approved the adoption of the June 21, 2017 agenda. (8-0-3)

III. Consent Calendar

A. Action: Upon a motion by Commissioner Jewett seconded by Commissioner Melillo and carried unanimously, the Commission approved the Minutes for the Regular Meeting of [May 17, 2017](#). (8-0-3)

B. Correspondence: There was no Correspondence for the Commission to review.

IV. Public Comment: There was no public testimony on the floor.

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

VI. Discussion/Action Items:

- A. Election of Officers for Fiscal Year 2017-18 (Chair Snyder): A nomination and election of upcoming Fiscal Year Chair and Vice Chair positions.
Action: Commissioner Snyder was voted in as Chair to serve until June 2018. Commissioner Snyder was nominated by Commissioner Barocio and seconded by Commissioner Jewett. The nomination passed with a unanimous vote (8-0-2)
Action: Commissioner McMahon was voted in as Vice-Chair to serve until June 2018. Commissioner McMahon was nominated by Commissioner Jewett and seconded by Commissioner Giordono. In addition Commissioner Melillo was nominated to the position of Vice Chair by Commissioner Snyder and seconded by Commissioner Aid. McMahon's nomination passed with a vote of four in favor McMahon, three in favor of Melillo, and one abstention. (4-3-3)
- B. Submission of Topics for Work Plan for Fiscal Year 2017-18 (Chair Snyder): A review of current standing Work Plan Topics and consideration of future Work Plan Topics.
Action: Work plan topics suggested for use during the Fiscal Year 2017-18 were discussed and considered for addition or modification of the Work Plan FY 17-18. The final draft will be presented as outlined on the August 2017 Work Plan at the August 16th Commission meeting.
- C. [Library Branch Update](#) (M. Giannuzzi): An overview of the Educational Park Library branch's current and future programs and community events. The Commission accepted the update.
- D. [Early Education Preschool Project](#) (A. Delgado-Ortiz): A review of the Early Education Preschool Project to the Commission. The review was accepted by the Commission.

VII. Council Liaison's Announcements: Not present.

VIII. Chair's Announcements (Chair Snyder):

The Chair attended the following events: the Librarian of the Year Reception and the Donor Appreciation event hosted by San Jose State University.

IX. Library Director's Announcements: Acting Assistant Director Herriges spoke on:

- Two Step Forgiveness Program
- Virtual Reality Equipment in both the Teen Center and Evergreen Branch Library
- New cataloging system for San José State University- this will be updated on the SJPL web page.
- Summer Food Program- has been added to Edenvale Branch Library this year
- Summer Reading Challenge
- San José Public Library Foundation Librarian of the Year Reception

- Thanked the Commissioners for all their service to the Library and Early Education Commission: Matthew Giordono, Daisy Barocio, Terri Wallace3-Bielecki, and Rebecca Elliot
- Library Staff is in Chicago for the American Library Association Conference.

VII. Comments and Announcements:

a) **Youth Commission:** Not present.

b) **Friends' Groups Comments, Announcements and Updates:** No updates.

c) **Meetings Attended by Commissioners as Commissioners:**

- Commissioner Giordono attended the Evergreen Branch Library Friends group meeting on April 20th. At this meeting the group prepared for their April 22nd Book Sale. On April 29th the Friends group at Village Square Branch Library held a book sale which generated \$276 in profit.
- Commissioner Melillo attended a meeting held at SJPL Works with Library Designer David Moore.
- Commissioner McMahan attended the Berryessa Branch Library Friends Group meeting held in April.

d) **San José Public Library Foundation Board** (Commissioner Newell):

- A new account has joined the Board.
- A Five Phase program was developed by Commissioner Newell to assist in the recruitment of the Board's next Executive Director. Twenty-one applications have been received thus far. The Foundation's goal is to have an Executive Director in place by August 2017.

VIII. Information and Upcoming Opportunities for Commission Participation –

Commissioners Giordono, Barocio, and Jewett expressed their appreciation for the opportunity to serve on the Library and Early Education Commission.

IV. Meeting Schedule and Agenda Items

The next regular meeting is Wednesday, August 16 at 7:00 p.m. at Alum Rock branch library community room.

IX. Adjournment

The meeting was adjourned at approximately 8:35 p.m.

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

ATTEST:
COUNCIL APPOINTMENT ADVISORY COMMISSION SECRETARY

ADRIANA A. YORK