

**MEETING MINUTES**

February 15, 2017

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

**Roll Call**

**PRESENT:** Chair Chris Roth, Vice-Chair Michael L. Snyder, Commission Members Pat McMahon, Shailesh Dubale, Terri Wallace-Bielecki Sandra, Jewett, Daniel Newell, Rebecca Elliot, Thaddeus Aid, Michael Melillo and Matthew Giordono

**ABSENT:** Commission Members David Hook, Giang Le, Daisy Barocio and Carol Leimroth

**STAFF:** Director Jill Bourne, Interim Assistant Director Jean Herriges, Administrative Officer Jenny Choi, Division Manager Michelle Amores, Interim Division Managers Vidya Kilambi and Chaunacey Dunklee, Senior Public Information Representative Elizabeth Castaneda, Public Information Representative Nancy Macias, Community Programs Administrator Pam Cornelison, Acting Senior Librarian Araceli Delgado-Ortiz, and San José Public Library Foundation Executive Director Lucia Calve.

**Others:** Council Liaison representative: Ryan Carrigan and Johanna Rodriguez.  
Council District Six Assistant: Christina Mauro

**Call to Order**

The Library and Early Education Commission convened at 7:01 p.m. in Room 225 of Dr. Martin Luther King, Jr., Public Library, 150 E. San Fernando St., San José, CA 95112

**Orders of the Day**

Action: Upon a motion by Commissioner Giordono seconded by Commissioner Snyder and carried unanimously, the Commission approved the adoption of the February 15, 2017 agenda. (11-0-4)

**II. Public Comment**

There was no public testimony on the floor.

**III. Consent Calendar**

Approve the Minutes for the Regular Meeting of [January 18, 2017](#) that include the following correction: Item C. Consent Calendar the Minutes were approved with the abstention of Commissioner Roth *not Commissioners Giordono and Hook.*

Documents Filed: Draft Minutes for the [January 18, 2017](#) Regular Meeting.

Action: Upon a motion by Commissioner Snyder seconded by Commissioner Melillo and carried, the Commission approved the Consent Calendar with the corrections noted above. (11-0-4)

#### IV. Reports and Information Only

Chair Roth led a conversation in the Appointment of a Commission Budget Activities sub-committee for the development of the Annual Budget Position Message to Council. Resulting in the following membership, made up of: Commissioners Aid, Melillo, Jewett, and Chair Roth.

San José Public Library Foundation Update presented by Executive Director Lucia Calve was accepted by the Commission.

Literacy and Learning Services annual updated was presented by Community Programs Administrator Pam Cornelison, Literacy Program Specialists Nick Hedrick (Alum Rock Branch) and Ofelia Chavarin (Hillview Branch) who serve as Family Learning Center Coordinators and was accepted by the Commission. The first motion to accept the report was made by Commissioner Elliot and the second motion to accept the report was made by Commissioner Jewett. (11-0-4)

Early Education Update was scheduled to be presented by Araceli Delgado-Ortiz but was deferred due to time constraints to the Library and Early Education Commission meeting scheduled for March 15, 2017 at Cambrian Branch Library, making sure that it is placed first on the Agenda.

The first motion to amend the Agenda and defer this report was made by Commissioner Newell.

The second motion to amend the Agenda defer this report was made by Commissioner Aid and deferral was accepted by the Commission. (11-0-4)

#### V. Council Liaison's Announcements (Ryan Carrigan): announced:

- State of the City Address this weekend.
- Encouragement regarding requests for information such as immigration information.
- In May a celebration of Diversity Day is scheduled at the Seven Trees Community Center.
- Tully Library is a warming center in Council District Seven.

#### VI. Chair's Announcements (Chair Roth): gave a reminder regarding the Commissions upcoming Library and Early Education Commission Retreat – an availability list was circulated.

#### VII. Library Director's Announcements (Jill Bourne):

- ***San José Public Library Volunteers Make Huge Impact at Beautify Your Branch Service Day***-The first-ever SJPL Service Day was a tremendous success. On **Saturday, January 21**, nearly **700 volunteers** joined together across San José to beautify their library. Volunteers completed a variety of projects that made their libraries a more welcoming, organized, and beautiful place. The Service Day was part of SJPL's [Volunteer Away Your Fines](#) program. Altogether, the volunteers

contributed a total of **1,300 hours** of service and **\$7,700 worth of fines were waived** from their library accounts allowing them to regain access to important services and resources. Many participants have already submitted positive feedback:

*"My daughter and I both loved it. We learned more about the libraries resources while volunteering. An excellent way to spend a couple of hours on Saturday." - Jagdeep at the Village Square Branch Library.*

- **Hillview Branch Library Celebrated its Ten-Year Anniversary** – Hillview Branch Library celebrated its 10th anniversary on **Saturday, January 28**, marking a decade of serving the community at its current location. The event kicked off with an Aztec dance performance followed by opening remarks from City Librarian Jill Bourne and Vice Mayor Magdalena Carrasco. The festivities included balloon twist performances, musical story time, family games, arts & crafts and cake & refreshments were donated from Mi Pueblo Foods.
- Due to the recent tragedy at Dr. Martin Luther King Jr. Library, security has increased its presence at the Library.
- SJPL Works will celebrate its grand opening on March 8<sup>th</sup>. It will be an evening event.

#### **VII. Comments and Announcements:**

a) **Youth Commission:** Not Present

b) **Friends' Groups Comments, Announcements and Updates:**

- Commissioner Giordano attended the Evergreen Branch Friends Group meeting on February 9<sup>th</sup>: the main topic was to review their book sale that took place on January 28<sup>th</sup> and generated \$1,300.
- Library Director Jill Bourne announced that a meeting to finalize the Memorandum of Understanding with the San José Public Library Friends Group is scheduled with City Attorney, Rick Doyle.

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

- Commissioner Jewett announced that she attended the State of the City Informational Fair and requested that future events attended by Commissioners be provided with table clothes and giveaways.

d) **San José Public Library Foundation Board** (Commissioner Newell): No announcements.

#### **VIII. Information and Upcoming Opportunities for Commission Participation –**

**2017 Tax Help Now Available (Jan.31 – April 15)** – Tax help from *Volunteer Income Tax Assistance (VITA)* is available again this year for individuals and families whose annual income is less than \$54,000. All of the listed participating branches provide e-File:

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

Assistance is available in English, Spanish and Vietnamese at most locations. 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.

<http://bit.ly/2kLLopR>

***Small Business Series: How to Find a Space for Your Business*** – On Thursday, **February 16**, NewmarkCarrey Commercial Real Estate, will present a workshop that helps aspiring small business owners examine the various aspects of finding a space for their business, including negotiating a lease and permitting. <http://bit.ly/2lcXGZH>

***SJPL WORKS Introduction Classes*** – The public is invited to stop by WORKS located on the 3<sup>rd</sup> Floor of the King Library on **Saturday, February 18** from 11 a.m. to 12 p.m. and **Tuesday, February 28** from 7 p.m. to 8 p.m. for an introduction on this new business and career center. Attendees will learn about the available resources, software, services, technology and how the SJPL WORKS team can help with career, business, and entrepreneur questions. <http://bit.ly/2kLyYhK>

***We Celebrate Chinese New Year with Author Oliver Chin*** – Critically-acclaimed writer and artist Oliver Chin will speak about Chinese New Year and read from his newest book *The Year of the Rooster: Tales from the Chinese Zodiac* at the Calabazas Branch on **Thursday, Feb. 23** at 4 p.m. <http://bit.ly/2li3HB0>

#### **IV. Meeting Schedule and Agenda Items**

The next regular meeting is Wednesday, March 15 at 7:00 p.m. at Cambrian Branch Library located at 1780 Hillsdale Avenue, San José, CA.

#### **IX. Adjournment**

The meeting was adjourned at approximately 8:45 p.m.

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CHRIS ROTH, Chair  
San José Library and Early Education  
Commission

ATTEST:  
COUNCIL APPOINTMENT ADVISORY COMMISSION SECRETARY

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ADRIANA A. YORK