

MEETING MINUTES

April 19, 2017

I. Call to Order & Orders of the Day

Roll Call

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

ABSENT: Commission Member Giang Le

STAFF: Director Jill Bourne, Interim Assistant Director Jean Herriges, Administrative Officer Jenny Choi, Division Manager Michelle Amores, Interim Division Managers Vidya Kilambi and Chauncey Dunklee, Public Information Representative Nancy Macias, Acting Senior Librarian Araceli Delgado-Ortiz, and Librarian Nari Federer.

Others: Not Present

Call to Order

The Library and Early Education Commission convened at 7:00 p.m. in SJPL Works of Dr. Martin Luther King, Jr., Public Library, 150 E. San Fernando St., San José, CA 95112

II. Orders of the Day: Approval of the Agenda

Action: Upon a motion by Commissioner Jewett seconded by Commissioner Giordono and carried unanimously, the Commission approved the adoption of the April 19, 2017 agenda. (10-0-3)

III. Consent Calendar

A. Action: Upon a motion by Commissioner Jewett seconded by Commissioner Barocio and carried unanimously, the Commission approved the Minutes for the Regular Meeting of [February 15, 2017](#). (10-0-3)

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 Chair (Vice Chair Snyder): Due to recent vacancy of Chair – an election was held to ensure occupancy of unexpired portion of Chair term (June 2016).
Action: Commissioner Michael L. Snyder was voted in as Chair to serve until June 2016. Commissioner Snyder was nominated by Commissioner Elliot and seconded by Commissioner Jewett. The nomination passed with a unanimous vote (11-0-2)
Action: Commissioner Michael Melillo was voted in as Vice-Chair to serve until June 2016. Commissioner Melillo was nominated by Commissioner Aid and seconded by Commissioner Newell. The nomination passed with a unanimous vote (11-0-2)
- B. [Early Education Update](#): A review of the periodic Early Education update to the Commission was presented by Acting Senior Librarian Araceli Delgado-Ortiz and Librarian Nari Federer. The first motion to accept the report was made by Commissioner Aid and the second motion to accept the report was made by Commissioner Elliot. (12-0-1)
- C. Adopt [Annual Commission Budget Position Message](#) to Council: an update sub-committees' draft budget position message was presented by Administrative Officer Jenny Choi. It was accepted. The first motion to accept and send the message was made by Commissioner Newell and seconded by Commissioner Dubale. (12-0-1)
- D. [Technology and Innovations Update](#): an update on Technology and Innovations in the Library was presented by Division Manager Chauncey Dunklee and was accepted by the Commission.

VII. Council Liaison's Announcements: Not present.

VIII. Chair's Announcements (Chair Snyder): requested Commissioners telephone numbers in order to send out individual text reminder of upcoming meetings.

IX. Library Director's Announcements (Jill Bourne):

- Introduced Career & Business Librarian, John Savercool who oversees SJPL Works. John provided a brief overview of SJPL Works.
- Asked if the Commission would like to remain in SJPL Works space for future meetings held at Dr. Martin Luther King Jr. Library.
- ***San José Public Library Celebrates National Library Week*** – We join communities across the country to celebrate [National Library Week](#), April 9 - 15, a time to honor the contributions of our nation's libraries and library workers and to promote library use and support. The theme for 2017 National Library Week is “Libraries Transform”. We’re encouraging library staff to share our [#RightToLibrary](#) blog with customers where they will find a section asking them to “[share your story](#)” of how the library has transformed their life. These stories will be collected and some will be shared on social media.
- ***San José Public Library Celebrates National Volunteer Week*** - The Library celebrates its volunteers' diverse talents and expertise during National Volunteer Week, from April 23 through April 29. In the past year, **2,900 volunteers donated 85,000 hours** to support library programs and services. That in an increase of nearly 300 more volunteers and

7,700 more service hours donated than last year. Volunteers provide valuable resources to meet community needs, including English as a Second Language Conversation Clubs, computer tutoring, support as homework helpers, engagement as Friends of the Library, and involvement as Readers to Children. The annual celebration recognizes the important contributions that volunteers make in our community.

- ***Series of Naturalization Information Sessions Presented at the Library – USCIS*** (United States Citizenship and Immigration Services) has partnered with the San José Public Library to offer a series of 8 bilingual naturalization information sessions, at no cost. The workshop offers a step-by-step description of the naturalization process, mock naturalization interviews with USCIS officers, and the rights & responsibilities of U.S. Citizenship; in addition, all attendees will receive a free DVD with all the current naturalization test preparation materials. Two sessions have now been completed at Santa Teresa Branch and Seven Trees Branch. The next seven upcoming sessions are:
 1. Tuesday, May 16, 11 AM - 12:30 PM, Hillview Branch Library
 2. Tuesday, May 23, 10:30 AM - 12 PM, East San José Carnegie Branch Library
 3. Tuesday, June 6, 11:30 AM - 1 PM, Tully Community Branch Library
 4. Tuesday, June 13, 11 AM - 12:30 PM, Dr. Roberto Cruz – Alum Rock Branch Library
 5. Tuesday, June 20, 10 - 11:30 AM, Bascom Branch Library
- ***The Library Donates Hundreds of Books to Flood Victims:*** Over 550 children's and teen's books were donated to flood victims. The San José Public Library's [Partners in Reading \(PAR\)](#) unit had two volunteers hand-select fiction and non-fiction books to appeal to age ranges: 0-5, 6-9 and 10-13. In cooperation with Councilmember Raul Peralez, PAR distributed over 200 books to East Branch Carnegie where staff coordinated to have the books delivered to Selma Olinder Elementary School, located in the flood affected zone. In addition, over 350 picture books in English, Spanish, and Vietnamese, were collected by the Seven Trees Branch Library and in cooperation with the department of Parks, Recreation and Neighborhood Services (PRNS), were distributed to children at the Seven Trees Community Center. If you're interested in donating new or gently used books, please visit any of our [24 library locations](#).
- ***You're Invited to Meet SJPL Works*** – Are you looking to make a career change? Do you need patent and trademark help? Stop by SJPL Works for a special introduction class where attendees will learn how the SJPL Works team can help with career, business, and entrepreneur questions. Participants will also learn about the resources, software, services, and technology available to them at no cost. The class will be held on Thursday, April 20 from 7 – 8 p.m. and Thursday, May 4 from 7 – 8 p.m. For more details, visit: <http://bit.ly/2kLyYhK>
- ***SJPL Works Celebrates Opening with Private Reception*** – The San José Public Library officially launched its new 2,000 sq. ft. career and business center, SJPL Works, on the evening of Wednesday, March 8th. The private reception included a guest list of over 100 people – from the Mayor, to Councilmembers, to partners and sponsors. The reception began with opening remarks from City Librarian Jill Bourne followed by Mayor Sam Liccardo, District 3 Councilmember Raul Peralez, U.S. Patent & Trademark Silicon Valley Office Director John Cabeca, SJSU Career Center Program Manager Daniel

Newell, and Hackers/Founders CEO Johnathan Nelson. The evening concluded with a networking reception.

- **Library Staff Assist in the Coyote Creek Flood Relief** – Approximately 35 library staff members have contributed nearly **600 volunteer hours**. This includes help with written and oral translations, help at community centers, impacted neighborhoods, schools and mobile park homes including the most affected – South Bay Mobile Home Park. Of those library staff members, 25 have helped translate orally and written in Spanish and Vietnamese. The writing consisted of creating and translating multiple documents for flood victims to reference. SJPL is also in charge of children programming. We have extended library hours at the Seven Trees branch opening from 8 a.m. to 8 p.m. Seven Trees has also opened the last two Sundays. Such children’s programs include: Storytime, Crafts and Reading.
- **New Issue of SJPL Bound Now Available** – The San José Public Library’s official event guide, *SJPL Bound*, has released its spring 2017 edition titled “Join the Revolution, #RightToLibrary”. The new issue covers library events and news from March through May. This issue features a two-page spread on the library’s new campaign #RightToLibrary and career and business center, SJPL Works. It also includes special write-ups on programs such as: Volunteer Away Your Fines, National Volunteer Week and SJPL Works. Check out the back cover for a 20% discount code on this year’s Silicon Valley Comic Con event.

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 SJPL Works reception on March 8th as well as the Cesar Chavez Family event on March 16th at Dr. Martin Luther King Jr. Library.
 - Commissioner Barocio attend the Naturalization event sponsored by SJPL
- d) **San José Public Library Foundation Board** (Commissioner Newell): announced that the Foundation is active in recruitment for a new Executive Director. Any possible candidates can be forwarded to Commissioner Newell.

VIII. Information and Upcoming Opportunities for Commission Participation –

City Librarian Jill Bourne announced the opportunity for the Commission to meet with Library Design Consultant David Moore. An invitation would be sent out to Commissioners for a meeting to be held on April 26th from 6 p.m. to 7 p.m.

IV. Meeting Schedule and Agenda Items

The next regular meeting is Wednesday, May 17 at 7:00 p.m. at Dr. Martin Luther King, Jr. Library, Room 225.

IX. Adjournment

The meeting was adjourned at approximately 8:31 p.m.

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

ATTEST:
COUNCIL APPOINTMENT ADVISORY COMMISSION SECRETARY

ADRIANA A. YORK