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MEETING MINUTES

October 19<sup>th</sup>, 2022

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

**Roll Call**

**PRESENT:** Chair Wendi Mahaney-Gurahoo, Vice Chair Jose Magaña, Commissioners Hilary Thorsen, Elena Jolly, Janice Allen, Anarita Reyes, Kristen Brown, Patricia Mendoza, and Angelica Ramos

**ABSENT:** Commissioners Aaron Zisser, Deniz Westphal and Ken Kelly

**STAFF:** Library Director Jill Bourne; Deputy Library Director of Operations Jenny Choi; Deputy Library Director of Public Services Michelle Ornat; Library Foundation Executive Director Dr. Dawn Coppin; Division Managers Jean Herriges, Vidya Kilambi, Ann Grabowski and Michelle Amores; Public Information Manager Elizabeth Castañeda; Public Information Rep. Nancy Macias; Program Managers Anh Tran, Robert Rodrock; Administrative Officer Andrea Maestre; Sr. Analyst Chris Bernedo; Administrative Analyst Cassie Hunter; Administrative Assistant Dziem Nguyen; Sr. Librarian Elizabeth Nolan, Kyle Burkett; Librarian Megan Maloy; Community Programs Admins. Adrian McBride, Amanda Otte, Samantha Cramer, Araceli Delgado-Ortiz, Karla Alvarez, Lauren Hancock

**Others:** City of San José District 8 Council Coordinator Mariela Garcia; City of San José District 1 Youth Commission Chair Gorden Chen

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

The Library and Education Commission convened at 7:03 P.M.

PM via Zoom webinar. A quorum was achieved with 9 Commissioners present.

**II. Consent Calendar**

A. Approve the October 19<sup>th</sup>, 2022 Agenda.

B. Approve the Minutes for the Regular Meeting of September 21<sup>st</sup>, 2022.

On the motion of Commissioner Allen, seconded by Commissioner Jolly, Commissioners voted unanimously to approve the October 19<sup>th</sup>, 2022 Agenda and September 21<sup>st</sup>, 2022 Meeting Minutes.

**III. Public Record:** There was no correspondence for the Commissioner to review.

**IV. Open Forum:** No individuals addressed the Commission.

**V. Discussion/Action Items**

**A. INFORMATION: Youth Commission Announcements & Updates (Youth Chair G. Chen)**

City of San José District 1 Youth Commission Chair Gorden Chen shared: Youth Commission passed District 3's Gender Neutral Bathrooms Memorandum which recommends implementing gender-neutral restrooms in all public facilities, such as parks, community centers, libraries, and city hall starting in 2025. This was a policy recommendation created from the ideas from last year's annual teen survey. Youth Commission will be hosting a Youth Town Hall in partnership with the City Manager's Office on Tuesday, October 25th, at 5 PM at Educational Park Library. The town hall is a chance for youth to share feedback and their experiences to help shape the City of San Jose's Children and Youth Master Plan. For those who cannot attend in person, there will be another Youth Town Hall meeting with the City Manager's Office on Tuesday, November 15th, at 6 PM virtually via Zoom. Next Youth Commission meeting will be Monday, October 24, 2022 at 6:30 P.M.

**B. INFORMATION: [Review of Bond and Audit Questions](#) (A. Maestre)**

The Commission received a report on Bond and Library Parcel Tax Audit Questions. Commissioners provided questions that they would like to be added to the list of audit questions. Discussion followed.

**C. INFORMATION: [Education & Digital Literacy Annual Update](#) (V. Kilambi)**

The Commission received an annual update report, regarding Education & Digital Literacy for the Library Department. Discussion followed.

**D. INFORMATION: [College and Career Readiness](#) (V. Kilambi)**

The Commission received an update on the Library's College and Career Readiness. Discussion followed.

**E. INFORMATION: [Staff Spotlight: Data Team](#) (A. Grabowski)**

The Commission received a report on the San José Data Team. Discussion followed.

**VI. Council Liaison's Announcements:**

City of San José District 8 Council Assistant Mariela Garcia provided an update from Councilmember Arenas' Office. The Bill of Rights for Children and Youth Audit Report was approved by City Council. Next NSE meeting will be Thursday, November 10, 2022 at 1:30 P.M.

**VII. Vice Chair's Announcements:** Chair Mahaney-Gurahoo shared that there will be an in-person Mayoral Race Forum regarding children and families on Thursday, October 27, 2022 at Educare Silicon Valley. This is a free event. To register visit <https://bit.ly/sjmayoralforum>. Spanish and Vietnamese translation will be provided.

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

San José Public Library Director Jill Bourne shared information about the "Opening Day" for Sunday hours expansion that took place on Sunday October 2<sup>nd</sup>, 2022, at 16 library branches. Opening day recap video can be viewed at <https://www.sjpl.org/sundays>. October 20, 2022, there will be an 11:00 A.M. press conference announcing San José's largest wireless network to date, at the Independence Adult Center. For more information, visit: [sjpl.org/free-wifi](http://sjpl.org/free-wifi). October 16-22 is National Friends of the Library Week. If you're interested in becoming a Friend, please visit: [sjpl.org/friends](http://sjpl.org/friends). The Library annual Halloween Parade at MLK Library will take place Friday, October 28 at 4:00 P.M. For more information and a complete list of Halloween events, visit: [sjpl.org](http://sjpl.org). Ballot drop boxes and voting centers at select SJPL locations. The Library has also provided voter information guides, election resources, and more, online at: [sjpl.org/voting](http://sjpl.org/voting). SJPL is introducing a new San José Sharks Library Card Design. To sign-up for a free library membership, visit: [sjpl.org/membership](http://sjpl.org/membership).

**IX. Comments and Announcements:**

- A. Friend's Groups Comments, Announcements and Updates: No updates reported.
- B. Meetings Attended by Commissioners as Commissioners: Chair Mahaney-Gurahoo and Commissioner Allen attended the Mayor's State of the City on September 22, 2022.
- C. San José Public Library Foundation (SJPLF) Board: Commissioner Thorsen provided an update on behalf of the Library Foundation. The 35<sup>th</sup> Anniversary Gala will be taking place on October 20, 2022 at the MLK Library. For more information visit <https://www.sjplf.org/35th/>. The Foundation secured a \$100,000 for Coding 5K from Google. The End of the Year Campaign will be going out to people in mid-November. Mercury News did a news did a segment on SJPL Sunday hours <https://www.mercurynews.com/2022/10/05/san-jose-celebrates-adding-sunday-hours-at-public-library-branches/>. KPIX did a news segment on a career on-line high school participant, which is a program supported by the Foundation. <https://www.cbsnews.com/sanfrancisco/news/san-jose-library-program-helps-working-mom-earn-her-high-school-diploma-decades-later/?intcid=CNM-00-10abd1h>. The week of 10/17 is National Estate Planning Awareness Week. The Foundation has partnered with Free Will to bring everyone an estate planning tool, that will allow the creation of a will in 20 minutes. Visit <https://www.sjplf.org/legacy-giving/>.

**X. Information and Upcoming Opportunities for Commission Participation**

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

**XI. Items for Future Commission Meeting Agendas**

Report on all Commissioner requests for items added to agenda.

**XII. Meeting Schedule and Agenda Items**

The next regular will be held virtually on November 16<sup>th</sup>, 2022 at 7:00 p.m.

**XIII. Adjournment:** The meeting was adjourned at 8:48 p.m.

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WENDI MAHANEY-GURAHOO, Chair  
San José Public Library  
and Education Commission

ATTEST:

LIBRARY AND EDUCATION COMMISSION SECRETARY



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CASSIE HUNTER