

LIBRARY AND EDUCATION COMMISSION

September 20, 2023
7:00 PM to 9:00 PM

I. CALL TO ORDER & ORDERS OF THE DAY

II. CONSENT CALENDAR

A. APPROVE THE 09/20/2023 AGENDA

**B. APPROVE MINUTES FOR REGULAR MEETING OF
08/16/23**

III. PUBLIC RECORD

IV. OPEN FORUM

(2 MINUTES OF SPEAKING TIME IS AVAILABLE)

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V. DISCUSSION/ACTION ITEMS

**A) INFORMATION: YOUTH COMMISSION
ANNOUNCEMENTS & UPDATES
(D. HOANG)**

**B) INFORMATION: PROGRAM
SPOTLIGHT: CHICANA AND CHICANO
STUDIES, COLLECTIONS & EASTSIDE
DREAMS (M. ORNAT)**



**Program Spotlight:
Chicana and Chicano Studies,
Collections & Eastside Dreams**

September 20, 2023

INTRODUCTION

- **San José State University + San José Public Library**
- **Collections + Programs**
- **SJSU Partners**
 - Kathryn Blackmer Reyes
 - Dr. Jonathan D. Gomez
- **Terms + Identities**
 - Hispanic, Mexican American, Chicana, Chicano, Chicanx - when to use

AFRICANA, ASIAN AMERICAN, CHICANO, & NATIVE AMERICAN STUDIES CENTER



The Africana, Asian American, Chicano, & Native American Studies Center is made up of four collections located on the fifth floor of the Library. These collections support academic programs and classes at SJSU. An Advisory Board made of SJSU faculty and staff, along with community members, provides assistance with programming and exhibits. The intent of these collections is the following:

- To create a nurturing academic support center for students.
- To encourage the development of information literacy skills to help students become lifelong learners who can access, evaluate, and effectively use all library resources.
- To foster in students a deeper understanding of and pride in their respective cultures and an appreciation and understanding of other cultures.
- To give all SJSU students a greater appreciation and understanding of the history and culture of the Africana, Asian American, Chicano, and Native American communities.
- To provide a collection of comparative multicultural resources to facilitate research between cultures.
- To work collaboratively with their respective communities in San José to create programming opportunities.



SJSU Chicano Resource Center to the Chicano Collection

- Arose in 1979/1980 out of planning efforts of faculty from the Mexican American Studies Department, the College of Social Work, the bilingual program in the College of Education, and the University Library.
- Dedicated in 1982, the Chicano Resource Center has provided a single focus for books, periodicals, reference tools, pamphlets, and clippings relating to Mexican American History, culture, and community.
- In 2003, with the merge of SJPL and SJSU libraries, the Chicano Resource Center, became part of the AAACNA Studies Center and is now the Chicano Collection.

CHICANO COLLECTION



Chicano Commencement: Collection of programs have been digitized and made available online. The 50th anniversary of the Chicano walkout that started Chicano Commencement will be made available soon in SJSU's Special Collections.

Danny Trevino: Long before Black Lives Matter, a young Chicano male was killed by San José police in January 1976 for sitting in his car. This collection reflects the organizing of a community demanding City officials to investigate the police and the instances surrounding the shooting of Danny Trevino.

Our latest project is **Before Silicon Valley: Mexican Agricultural and Cannery Workers of Santa Clara County, 1920-1960**. A collaborative project with public historian Prof. Margo McBane, along with a team of other individuals, we are documenting Mexican migration, work, cultural life, and civil rights activism in Santa Clara County. <https://library.sjsu.edu/b4sv>

Acequia Institute Photograph Collection: AAACNA's first digital photograph collection, documents the history of Mexican American farming in the Upper Rio Grande watershed in New Mexico and Colorado, but primarily in the San Luis Valley in Colorado. The photographs come from the Acequia Institute, a non-profit organization dedicated to research, education, and program extension to support the flourishing of the acequias, or communal irrigation canals, farming communities. <https://digitalcollections.sjsu.edu/aaacna>

El Excentrico: Digitizing the original publication in full color. A publication documenting the Mexican/Mexican American businesses in Santa Clara County, 1949-1980. In progress.

PRESENTED BY



San José State University's

CULTURE COUNTS READING SERIES



IN COLLABORATION WITH SAN JOSÉ PUBLIC LIBRARY

~CULTURAL WORK OF POETRY~

A community celebration of poetry & spoken word!





CHICANA AND CHICANO STUDIES @ SJSU

The mission of the Chicana and Chicano Studies (CCS) Department is to serve SJSU students and diverse communities through an interdisciplinary Chicana/o Studies Program that is based on the principles of education for Social Justice.

CULTURAL WORK OF POETRY

A Community Reading, Writing & Discussion Series

Join a “story circle” to create poems about your own life experiences. The goal of The Cultural Work of Poetry project is to foster new creative spaces where people from across diverse identities listen and learn from each other, and practice a form of poetry in community that documents, describes, appreciates, and advances their needs, hopes, and dreams for the world they believe they are worth living in. SJPL will host the series at various locations in November 2022.

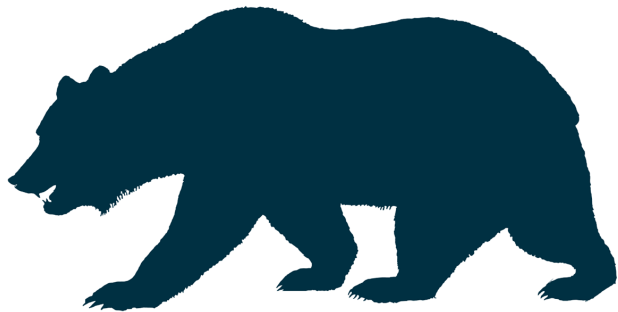


This project was made possible with support from California Humanities, a partner of the NEH. Visit www.calhum.org. Any views, findings, conclusions, or recommendations expressed in this program do not necessarily represent those of California Humanities or the National Endowment for the Humanities.

SUNDAY
NOVEMBER 13TH
1-3 p.m.

Hillview Branch
1600 Hopkins Dr
San José, CA 95122
(408) 808-3033

Free. No registration required.



San José Public Library

CALIFORNIA ROOM

MISSION

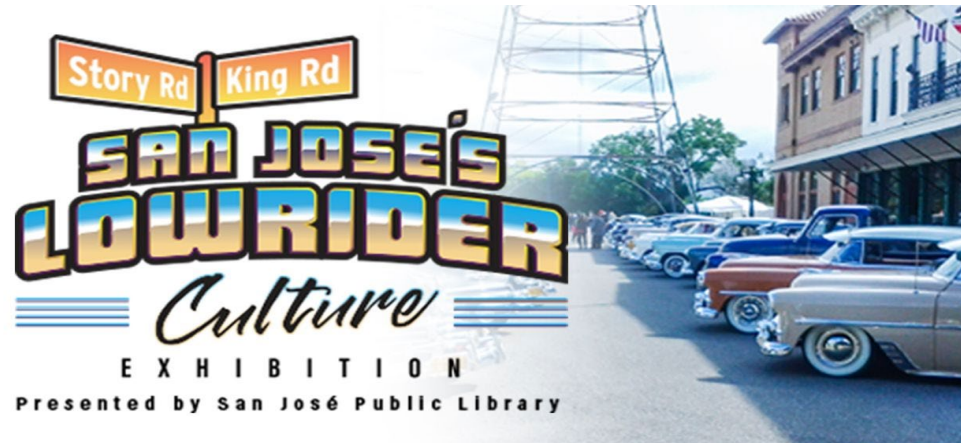
The mission of the California Room is to collect, preserve, and make available to the public materials germane to the history of California, with emphasis on the City of San José and Santa Clara County.



CA ROOM CHICANO COLLECTIONS + EXHIBITS

collaborations with SJSU

- Chicano Serials (Microfilm)
- Al Castellano's GI Forum videos and photographs
- Story and King: San Jose's Lowrider Culture Exhibit - 2019
- Mariachi sheet music
- *El Excentrico* California Revealed (California State Library)



GOALS/OPPORTUNITIES

Strengthen collaboration with schools and community partners, with an emphasis on underserved areas.

Pursue regular collaborations with SJSU within the Social Sciences, the Humanities, and AAACNA, and SJPL to create cultural exhibits and expand cultural collections.

THANK YOU!

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Agenda Item

Code of Conduct

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**C) INFORMATION: BUDGET OVERVIEW
(A. MAESTRE)**

BUDGET OVERVIEW

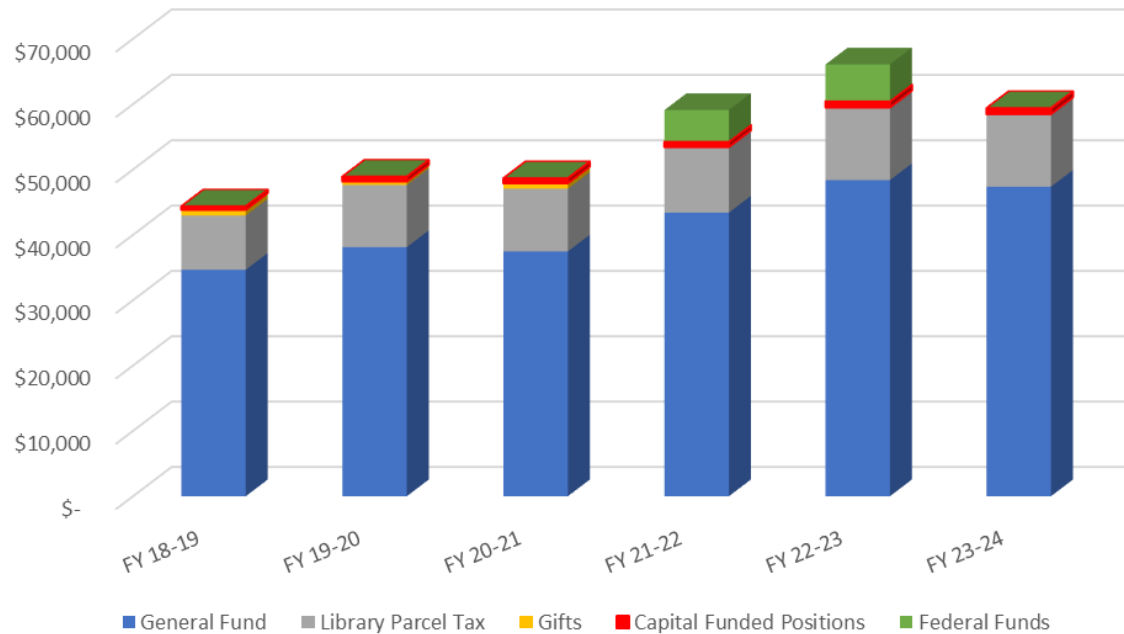
September 20, 2023
Library and Education Commission

FY 2023-2024 LIBRARY BUDGET OVERVIEW

Operating Budget	Capital Budget
\$59.4 Million	\$23.1 Million
<p>General Fund \$47.4 Million Library Parcel Tax \$11.0 Million Capital Funds \$901,826 Gift Trust Fund \$111,000</p>	<ul style="list-style-type: none"> • Branch Libraries Bond Projects Fund \$3.5 Million • Construction and Conveyance Tax \$14.8 Million • Building Forward Infrastructure Grant \$4.9 Million <p>Capital Improvement Program – 2024-2028: \$59.6 Million</p>
<p>Personnel Services (salaries) – 405.17 FTE = 619 Positions (81% of budget) Core Services Support – Access, Education, Strategic Support</p>	<p>Branch Library Bond Projects Facilities Improvements & Equipment Acquisition of Materials</p>

FY 2023-2024 LIBRARY BUDGET OVERVIEW

Library Adopted Operating Budget
Year over Year Change by Funding Source
(in Millions)



FY 2023-2024 CITYWIDE BUDGET DIRECTION

- Evaluate department's highest priorities and risks and offer actions that could reallocate resources.
- Evaluate and recommend high-priority one-time programs in the General Fund and American Rescue Plan Fund and reallocate resources to focus on these priorities.
- Allocate new resources to a very small handful of key policy priority areas and organizational risk factors.
- Consider how the reallocation or continuation of existing resources impacts racial equity within our community.
- Citywide "Budgeting for Equity" review process.

FY 2023-2024 LIBRARY ADOPTED BUDGET OUTCOMES

Addressing High-Priority Needs through Internal Efficiencies, Restructure, and Reallocation/Net Zero Shifts of Ongoing General Fund Resources

- Family, Friend, and Neighbor (FFN) Program Staffing
- Priority Community and Education Program Efforts
- Facilities Unit Staffing Restructure
- Public Engagement Staffing Restructure
- Technical Services eResources Unit Staffing Restructure

FY 2023-2024 LIBRARY ADOPTED BUDGET OUTCOMES

Addressing Specific City Council Direction, Significant Community or Organizational Risks, and One-Time Needs

- Annualize Library Sunday Branch Hours to maintain seven-day Library Operations at 16 branches.
 - Annualize 23.2 FTE to support Sunday hours at Library Branches
- Expansion of Library Security Staffing and Services at Library Locations
 - Add 4.0 FTE Senior Security Officer positions
 - Increase Non-Personal funding for Contract Security support

FY 2023-2024 LIBRARY ADOPTED BUDGET OUTCOMES

Addressing Specific City Council Direction, Significant Community or Organizational Risks, and One-Time Needs (Continuation)

- Digital Inclusion Fund Grant Program Management Shift to the Library in partnership with the San Jose Public Library Foundation
 - Annualize 1.0 FTE Community Programs Administrator & 1.0 FTE Literacy Program Specialist positions
- Annualize Digital Equity and Empowerment Roadmap Priority
 - Annualize 1.0 FTE Division Manager & 1.0 FTE Network Technician positions
 - Continuation of One-Time Funding for Devices

FY 2023-2024 LIBRARY ADOPTED BUDGET OUTCOMES

Budget Proposals Not Moved Forward

- Expansion of Library Security Staffing and Services at Library Locations
 - Full proposal included the addition of 2.0 FTE Senior Librarian positions to allow for a dedicated manager for high incident branches that currently have shared supervision at more than one site.
- Reduce Barriers to Library Use by Eliminating Late Fines – Fines Free for All
 - The City has supported the removal of fines as a barrier to access by restructuring most Library fees and eliminating fines for youth materials only.

FY 2023-2024 LIBRARY ADOPTED BUDGET OUTCOMES

Alignment with Mayor's June Budget Message

- Youth Commission one-time increase of **\$11,000** to invest in their leadership skills.
- Continuation of the Library Fines Forgiveness for Seniors includes a one-time waiving of fines for Seniors in FY 2023-2024 up to **\$5,000**.
- Partnership with Hispanic Foundation of Silicon Valley to further strengthen their ability to empower aspiring students to achieve their educational & career goals, one-time funding of **\$25,000**.
- Partnership with Escuela Popular to support and foster intergenerational learning opportunities in East Side San José, one-time funding of **\$15,000**.

CITY ANNUAL BUDGET PROCESS, KEY DATES

- **August – October:** Annual Report Adjustments
- **November – February:** Mid-Year Budget Review
- **October – January:** Departments prepare & submit Budget Proposals
 - Late January: Operating + Capital budget submission to City Manager
 - December – January: LEC Prepares Budget Position Message
- **February:**
 - Mayor's Budget Town Hall Meetings
 - Mid-Year Budget Review at City Council
 - LEC Submits Budget Position Message
- **March:** Mayor's March Budget Message Released
 - Public Hearing at City Council to review Mayor's March Budget Message
- **April:** Finalize City Manager's Proposed Capital and Operating Budgets
- **May:** Proposed Capital and Operating Budgets, Fees & Charges released
- **June:** Mayor's June Budget Message Released
 - Budget Approval & Adoption by City Council

QUESTIONS

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Agenda Item

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**D) INFORMATION: IDENTIFY AD-HOC
COMMITTEE TO REVIEW BOND AND
AUDIT (A. MAESTRE)**

AD-HOC COMMITTEE TO REVIEW LIBRARY AUDITS

September 20, 2023

FY 2022-2023 AD-HOC COMMITTEE ROLE & BENEFITS

- **Role of Ad-Hoc Committee Members**
 - Review the expenditure and revenue (proceeds) in the Independent Auditor's Reports
 - Document questions that you have for the City Auditor, Independent Auditor, Library
- **Time Commitment: 3 Hours**
 - Team Kickoff Meeting: Thirty minute Zoom meeting
 - Independent Time: One hour to review each audit and document questions
 - Team Regroup & Prepare for Commission: Thirty minute Zoom meeting
- **Benefits**
 - Exciting opportunity to dive into Library expenses by category
 - Love a quick read? Each audit is approx. 20 pages

FY 2022-2023 AD-HOC COMMITTEE TIMELINE

- **September 2023**
 - Two to Three Commission Members JUMP to Volunteer for the Ad-Hoc Committee
 - Introduction Email to Ad-Hoc Members

- **October 2023**
 - Ad-Hoc Committee Kick-Off Meeting & Gather Questions
 - Ad-Hoc Committee Meeting to review FY 2022-2023 Audits

- **October 18, 2023: Commission Meeting**
 - Review of Library Bond and Library Parcel Tax Audit Questions

- **November 15, 2023: Commission Meeting**
 - Library Bond Oversight Committee Meeting & Library Parcel Tax Oversight Committee Meeting to review the Independent Auditor's Reports (Financial Audit)

WHO WANTS TO VOLUNTEER?

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**E) INFORMATION: BOND PROGRAM
PLAN (A. TRAN)**



Bond Spending Update

September 20, 2023

Library and Early Education Commission

Bond History & Scope

September 2000

- Branch Facilities Master Plan

November 2000

- Measure O

April 2016

- Bond Project Completion

July 2019

- \$5.9 M Remaining

FY 20-21

- Program Deferred Due to COVID-19 Pandemic

FY 21-22

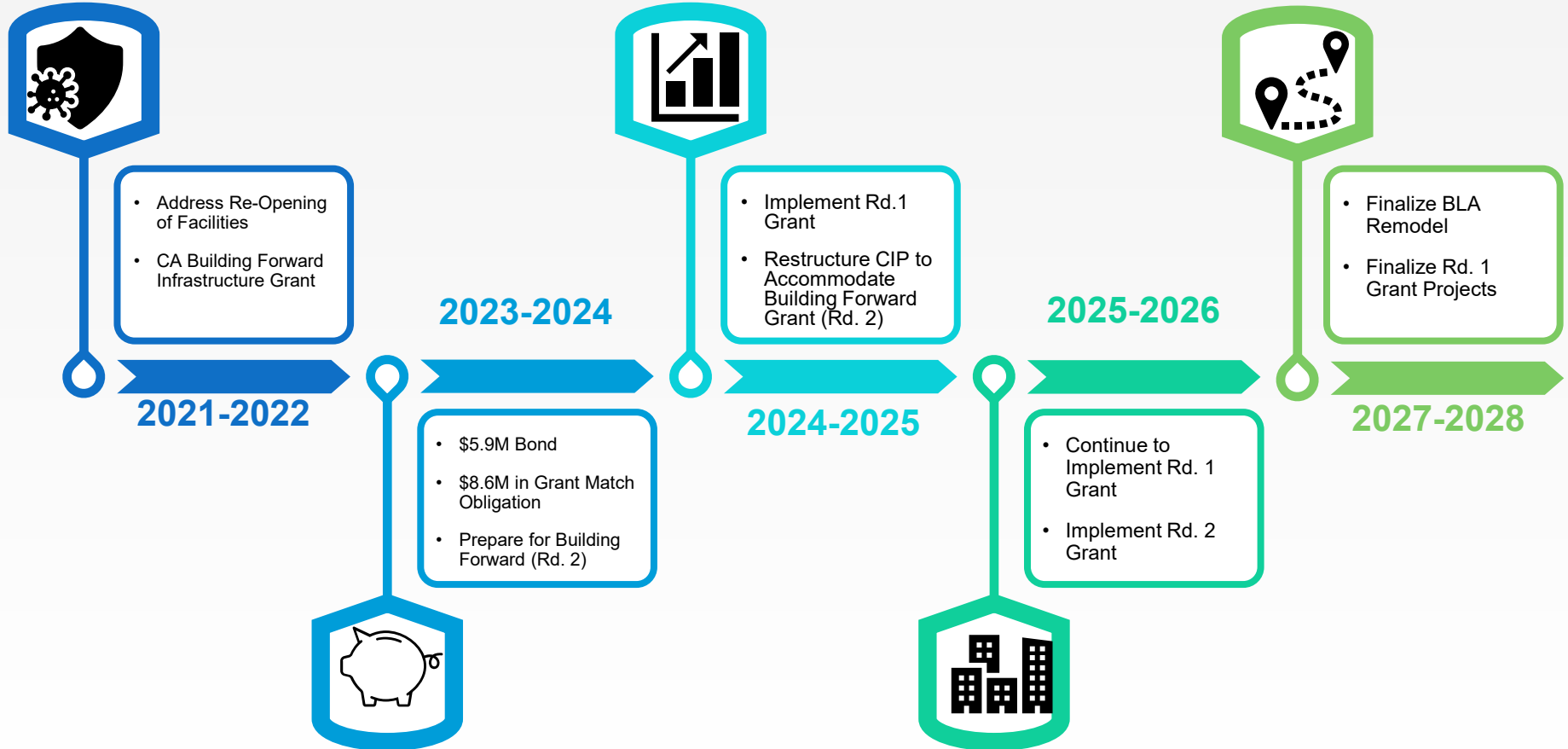
- Develop FY 21-22 Bond Project

FY 22-23

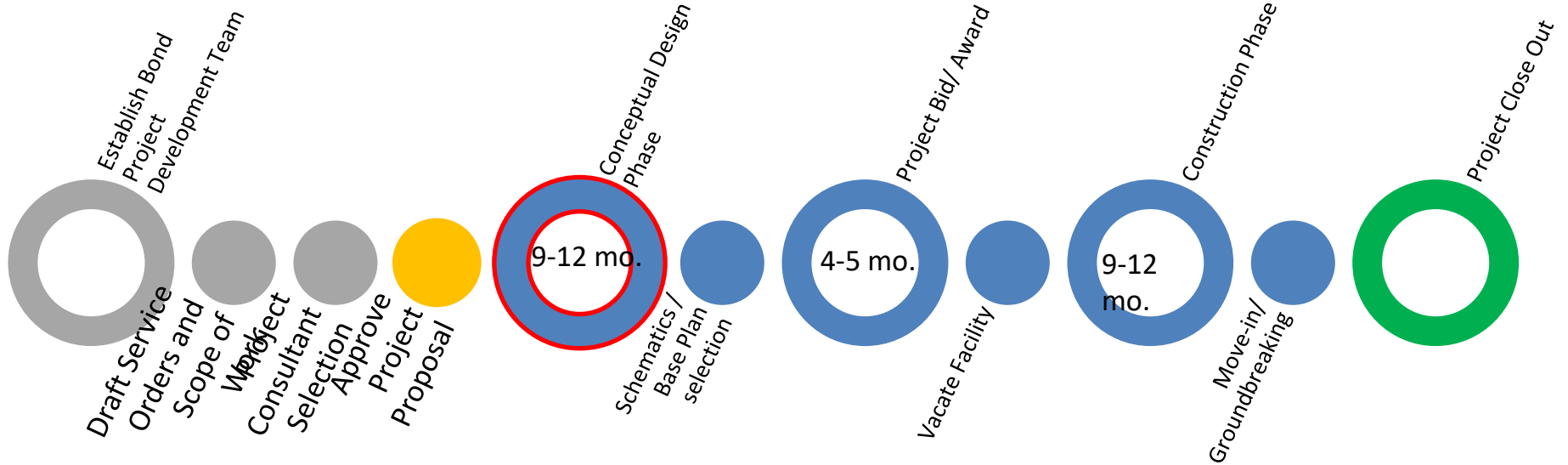
- CA Building Forward Infr. Grant

FY 23-26
Implementation

2023 BOND SPENDING PLAN



Proposed Biblioteca Latinoamericana Library Renovation Project Process 22-23



CA BUILDING FORWARD GRANT SPENDING BREAKDOWN

Library Branch	Grant Fund Awarded	Library Match Obligation
Alviso	\$614,374.00	\$614,374.00
Bascom	\$652,746.00	\$652,746.00
Biblioteca Latinoamericana	\$3,625,045.00	\$3,625,045.00
East San Jose Carnegie	\$654,945.00	\$654,945.00
Educational Park	\$515,729.00	\$515,729.00
Hillview	\$265,021.00	\$265,021.00
Joyce Ellington	\$705,664.00	\$705,664.00
Seven Trees	\$1,487,606.00	\$1,487,606.00
Tully	\$147,757.00	\$147,757.00
Total	\$8,668,887	\$8,668,887

**\$5.9M Remaining Bond Funds Can Be Used For:
Grant Match & Branch Efficiency/Improvement Projects**

Capital Projects Planned 2023-2024

Branch	Project	Funding Source
Almaden	Parking Striping	
Alviso	CCTV	Bond/ CA Building Grant
Alviso	CCTV Upgrade	Bond/ CA Building Grant
Alviso	Light Panels	Bond/ CA Building Grant
Bascom	Partial Roof Replacement	Bond/ CA Building Grant
Biblioteca Latinoamericana (BLA)	Renovation Design and Community Engagement	Bond/ CA Building Grant
		Bond/ CA Building Grant
Educational Park	HVAC	
Evergreen	Carpet Replacement	
Joyce Ellington	HVAC	Bond/ CA Building Grant
Mount Pleasant	AC Replacement	
		Bond/ CA Building Grant
Seven Trees	Roof Replacement	
Seven Trees	Electric Sign Repair	
		Bond/ CA Building Grant
Tully	Camera Additions	
Tully	Community Room Lights	
Tully	Light Panels	Bond/ CA Building Grant
West Valley	Roof Replacement	
West Valley	Counter Top Replacement	



Questions?

Thank you!

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VI. COUNCIL LIAISON'S ANNOUNCEMENTS

VII. CHAIR'S ANNOUNCEMENTS

**VIII. LIBRARY DIRECTOR'S
ANNOUNCEMENTS
(J. BOURNE)**

IX. COMMENTS AND ANNOUNCEMENTS

**X. INFORMATION AND
UPCOMING OPPORTUNITIES
FOR COMMISSION
PARTICIPATION**

**XI. ITEM FOR FUTURE
COMMISSION MEETING
AGENDAS**

XII. MEETING SCHEDULE

**THE NEXT MEETING WILL BE
WEDNESDAY, OCTOBER 18TH, 2023, AT
7PM AT EDENVALE LIBRARY**

XIII. ADJOURNMENT