LIBRARY AND EDUCATION COMMISSION

September 20, 2023
7:00 PM to 9:00 PM
1. 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)

2m 00s
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
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 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](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](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.

SUNDAY
NOVEMBER 13TH
1-3 p.m.

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

Free. No registration required.

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.
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.
EAST SIDE
Dreams
THE UNTOLD STORY OF EAST SAN JOSÉ

San José Public Library
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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408.924.5855

Kathryn Blackmer Reyes
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408.808.2097

Michelle Ornat
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408.808.2112
Agenda Item

Code of Conduct
• Comment on the specific agenda item topic only
• Speakers’ comments should be addressed to the full body. Requests to engage the Commissioners or Staff in conversation will not be honored.
• Abusive language is inappropriate.
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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

<table>
<thead>
<tr>
<th>Operating Budget</th>
<th>Capital Budget</th>
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<tbody>
<tr>
<td><strong>$59.4 Million</strong></td>
<td><strong>$23.1 Million</strong></td>
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<tr>
<td>General Fund $47.4 Million</td>
<td>• Branch Libraries Bond Projects Fund $3.5 Million</td>
</tr>
<tr>
<td>Library Parcel Tax $11.0 Million</td>
<td>• Construction and Conveyance Tax $14.8 Million</td>
</tr>
<tr>
<td>Capital Funds $901,826</td>
<td>• Building Forward Infrastructure Grant $4.9 Million</td>
</tr>
<tr>
<td>Gift Trust Fund $111,000</td>
<td>Capital Improvement Program – 2024-2028: $59.6 Million</td>
</tr>
<tr>
<td>Personnel Services (salaries) – 405.17</td>
<td>Branch Library Bond Projects</td>
</tr>
<tr>
<td>FTE = 619 Positions (81% of budget)</td>
<td>Facilities Improvements &amp; Equipment</td>
</tr>
<tr>
<td>Core Services Support – Access,</td>
<td>Acquisition of Materials</td>
</tr>
<tr>
<td>Education, Strategic Support</td>
<td></td>
</tr>
</tbody>
</table>

San José Public Library
FY 2023-2024 LIBRARY BUDGET OVERVIEW

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

- General Fund
- Library Parcel Tax
- Gifts
- Capital Funded Positions
- Federal Funds
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.
  o Annualize 23.2 FTE to support Sunday hours at Library Branches

• Expansion of Library Security Staffing and Services at Library Locations
  o Add 4.0 FTE Senior Security Officer positions
  o 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
  o Annualize 1.0 FTE Community Programs Administrator & 1.0 FTE Literacy Program Specialist positions

• Annualize Digital Equity and Empowerment Roadmap Priority
  o Annualize 1.0 FTE Division Manager & 1.0 FTE Network Technician positions
  o 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
  o 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
  o 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
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?
Agenda Item

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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

2021-2022
• Address Re-Opening of Facilities
• CA Building Forward Infrastructure Grant

2023-2024
• $5.9M Bond
• $8.6M in Grant Match Obligation
• Prepare for Building Forward (Rd. 2)

2024-2025
• Implement Rd. 1 Grant
• Restructure CIP to Accommodate Building Forward Grant (Rd. 2)

2025-2026
• Continue to Implement Rd. 1 Grant
• Implement Rd. 2 Grant

2027-2028
• Finalize BLA Remodel
• Finalize Rd. 1 Grant Projects

* Biblioteca Latinoamericana Library
Proposed Biblioteca Latinoamericana Library Renovation
Project Process 22-23
## CA BUILDING FORWARD GRANT SPENDING BREAKDOWN

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

$5.9M Remaining Bond Funds Can Be Used For: Grant Match & Branch Efficiency/Improvement Projects
<table>
<thead>
<tr>
<th>Branch</th>
<th>Project</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>Almaden</td>
<td>Parking Striping</td>
<td>Bond/ CA Building Grant</td>
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<tr>
<td>Alviso</td>
<td>CCTV</td>
<td>Bond/ CA Building Grant</td>
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<tr>
<td>Alviso</td>
<td>CCTV Upgrade</td>
<td>Bond/ CA Building Grant</td>
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<tr>
<td>Alviso</td>
<td>Light Panels</td>
<td>Bond/ CA Building Grant</td>
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<tr>
<td>Bascom</td>
<td>Partial Roof Replacement</td>
<td>Bond/ CA Building Grant</td>
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<tr>
<td>Bibliboteca Latinoamericana (BLA)</td>
<td>Renovation Roof Replacement and Community Engagement</td>
<td>Bond/ CA Building Grant</td>
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<td>Educational Park</td>
<td>HVAC</td>
<td>Bond/ CA Building Grant</td>
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<tr>
<td>Evergreen</td>
<td>Carpet Replacement</td>
<td>Bond/ CA Building Grant</td>
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<td>Joyce Ellington</td>
<td>HVAC</td>
<td>Bond/ CA Building Grant</td>
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<tr>
<td>Mount Pleasant</td>
<td>AC Replacement</td>
<td>Bond/ CA Building Grant</td>
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<td>Seven Trees</td>
<td>Roof Replacement</td>
<td>Bond/ CA Building Grant</td>
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<tr>
<td>Seven Trees</td>
<td>Electric Sign Repair</td>
<td>Bond/ CA Building Grant</td>
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<td>Tully</td>
<td>Camera Additions</td>
<td>Bond/ CA Building Grant</td>
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<td>Tully</td>
<td>Community Room Lights</td>
<td>Bond/ CA Building Grant</td>
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<tr>
<td>Tully</td>
<td>Light Panels</td>
<td>Bond/ CA Building Grant</td>
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<td>West Valley</td>
<td>Roof Replacement</td>
<td>Bond/ CA Building Grant</td>
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<tr>
<td>West Valley</td>
<td>Counter Top Replacement</td>
<td>Bond/ CA Building Grant</td>
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San José Public Library

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