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MEETING MINUTES  
September 15<sup>th</sup>, 2021

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

**Roll Call**

**PRESENT:** Vice Chair Jose Magaña, Commissioners Aaron Zisser, Hilary Thorsen, Patricia Mendoza, Angelica Ramos, and Michael Melillo

**ABSENT:** Chair Wendi Mahaney-Gurahoo, Commissioners Pravir Ramtekkar, Janice Allen, Elena Jolly, and Kenneth Kelly

**STAFF:** Library Director Jill Bourne, Deputy Library Director of Public Services Michelle Ornat; Library Foundation Executive Director Dr. Dawn Coppin; Division Managers Michelle Amores, Jean Herriges, Vidya Kilambi and Ann Grabowski, Librarians Jeff Brenion and Eboni Harris, Community Programs Administrators Karla Alvarez, Araceli Delgado, Adrian McBride, Lauren Hancock, and Samantha Cramer, Literary Specialist Amanda Otte, Elizabeth Castaneda, Administrative Officer Andrea Maestre, Senior Office Specialists Melissa Chheuy and Justin Sana; and Administrative Assistant Danika Relth

**Others:** City of San José District 8 Council Assistant Mariela Garcia and Council Communication Coordinator Patricia Andrade, City of San José Parks, Recreation, and Neighborhood Services (PRNS) Recreation Superintendent Laura Buzo

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

The Library and Education Commission convened at 7:01 PM via Zoom webinar. 6 Commissioners were present. Quorum was not achieved with 5 Commissioners absent.

**II. Consent Calendar**

A. Approve the September 15<sup>th</sup>, 2021 Agenda.

B. Approve the Minutes for the Regular Meeting of August 18<sup>th</sup>, 2021.

Approval of the September 15<sup>th</sup>, 2021 Agenda and Minutes deferred to the next meeting on Wednesday, October 20<sup>th</sup>, 2021.

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

**IV. Open Forum:** One individual addressed the Commission.

**V. Discussion/Action Items**

- A. **ACTION:** Identify Commissioners to serve on Ad-Hoc Committee.  
The Commission will identify up to seven members to serve on Ad-Hoc Committees.
1. Ad-Hoc Committee to review Bond and Audit Questions.

2. Ad-Hoc Committee to review Internet Filtering.

The Commission received an overview of the Bond and Audit process and a presentation on Content Filtering for Children from San José Public Library Division Manager Jean Herriges and Administrative Officer Andrea Maestre. Discussion followed. Vice Chair Magaña volunteered to join the Bond and Audit Ad-Hoc Committee. Commissioners Mendoza, Zisser, and Thorsen volunteered for the Internet Filtering Ad-Hoc Committee.

One individual addressed the Commission.

B. INFORMATIONAL: Education & Digital Literacy Strategy Annual Report (V. Kilambi).

The Commission received an informational update on the Library's work for education and digital literacy over the past year from San José Public Library Community Programs Administrators Araceli Delgado-Ortiz, Karla Alvarez, Adrian McBride, Lauren Hancock, and Samantha Cramer, Literary Specialist Amanda Otte, Division Managers Vidya Kilambi and Ann Grabowski, Librarians Jeff Brenion and Eboni Harris, and PRNS Recreation Superintendent Laura Buzo. Ms. Otte will share more updates on SJ Learns after Social Policy Research Associates completes their evaluation of the program.

One individual addressed the Commission.

C. INFORMATIONAL: Digital Literacy & Public Technology Initiatives (A. Grabowski).

The Commission received an informational update on the current status of the Library's digital literacy and public technology initiatives work from Division Manager Ann Grabowski. Discussion followed. Ms. Grabowski invited Commissioners to provide feedback on equity and outreach efforts through email.

One individual addressed the Commission.

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

City of San José District 8 Council Assistant Mariela Garcia provided an updated from Councilmember Arenas' Office. The special joint meeting between the Neighborhood Services & Education Committee and Santa Clara County Children, Seniors and Families Committee can be viewed on City of San Jose, CA YouTube and resulted in the creation of a child and youth action plan.

**VII. Chair's Announcements:** No chair announcements.

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

San José Public Library Director Jill Bourne announced that Branch hours will be expanding on October 5<sup>th</sup> and SJPL mobile app will be launching soon. Visit [sjpl.org](http://sjpl.org) for updates on Library hours and mobile app. Library-by-Mail is new service provided to San Jose residents who are unable to access libraries due to temporary or permanent physical disabilities. More information at [sjpl.org/librarybymail](http://sjpl.org/librarybymail). Evergreen Library will be holding a free vaccination clinic on Saturday, September 18<sup>th</sup> from 11:30am – 2:00pm. Visit [sccfreevax.org](http://sccfreevax.org) for more information.

**IX. Comments and Announcements:**

- A. Youth Commission: The Youth Commission representative was not present.
- B. Meetings Attended by Commissioners as Commissioners: Commissioners Thorsen and Mendoza attended Partners in Reading Learner Book Release on September 13<sup>th</sup>.
- C. San José Public Library Foundation (SJPLF) Board: Commissioner Thorsen provided the Commissions updates on SJPLF. The Foundation is hiring two positions, a full-time development associate and part-time communications intern. Job opportunities can be found SJPLF.org. SJPL Board met for quarterly meeting on September 8<sup>th</sup> and voted to disperse \$137,000.00 to SJPL for various programs and grant support. The Resilience Corps program has filled almost all 50 vacancies and dispatched them throughout the expanded learning organizations across the bay area communities.

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

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

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

**XII. Meeting Schedule and Agenda Items**

The next regular will be held virtually on October 20<sup>th</sup>, 2021 at 7:00 PM.

**XIII. Adjournment:** The meeting was adjourned at 8:45 P.M.

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

ATTEST:

COUNCIL APPOINTMENT ADVISORY COMMISSION SECRETARY

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