
MEETING MINUTES

April 17th, 2024

I. Call to Order & Orders of the Day

Roll Call

PRESENT: Chair Jose Magaña, Vice Chair Angelica Ramos; Commissioners Coco-Nicole Banks, Patricia Gardner, Patricia Mendoza, Melanie Sellar, Elena Jolly, Kristen Brown, and Janice Allen

ABSENT: Commissioners Deniz Westphal, Anarita Reyes and Wendi Mahaney-Gurahoo

STAFF: Library Director Jill Bourne; Deputy Library Director of Operations Jenny Choi; Deputy Director of Public Services; Library Foundation Executive Director Dr. Dawn Coppin; Division Managers Michelle Amores, Vidya Kilambi, Jean Herriges and Ann Grabowski; Public Information Manager Elizabeth Castañeda; Senior Public Information Rep. Nancy Macias; Senior Analyst Anthony Glum; Program Manager Karla Alvarez; Senior Librarian Trina Richbourg and Paul Wilson; Administrative Analyst Cassie Hunter

Others: City of San José District 3 Council Assistant Bryan Reyes

I. Call to Order & Orders of the Day

The Library and Education Commission convened at 7:02 P.M. via Zoom webinar. A quorum was achieved with 9 Commissioners present and 3 Commissioners absent.

II. Consent Calendar

- A. Approve the April 17, 2024, Agenda.
- B. Approve the Minutes for the Regular Meeting of March 20, 2024.
- C. Approve the Minutes for the Regular Meeting of February 21, 2024.
- D. Approve the Minutes for the Regular Meeting of January 17, 2024.
- E. Approve the Equity and Inclusion Services Update from the February 21, 2024, meeting.
- F. Approve the Adoption of the Annual Commission Budget Position Message to Council from the February 21, 2024, meeting.

On the motion of Commissioner Allen, seconded by Commissioner Brown, Commissioners voted unanimously to approve the April 17, 2024, Agenda, January 17, 2024, meeting notes, February 21, 2024, meeting notes, March 20, 2024, meeting notes, the Equity and Inclusion Services Update and adopted the Annual Commission Budget Position Message to Council.

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

IV. Open Forum: No individuals addressed the Commission.

V. Discussion/Action Items

- A. **INFORMATION:** Staff Spotlight: Rose Garden Library (T. Richbourg)
The Commission received a report on the Rose Garden Library Branch. Discussion followed.
- B. **INFORMATION:** San José Public Library Foundation Update (D. Coppin/A. Ramos)
The Commission received a verbal update on the San José. Discussion followed.
- C. **INFORMATION:** Summer Programming/Learning Update (V. Kilambi/P. Wilson)
The Commission received an update on the Library's summer learning programs. Discussion followed.
- D. **INFORMATION:** Budget Update (J. Choi)
The Commission received an update on the Library and City Budget. Discussion followed.

VI. Council Liaison's Announcements

City of San José District 3, Council Assistant Bryan Reyes, provided an update from Councilmember Torres' Office. Councilmember Torres and his office have been meeting with different departments and stakeholders to go over the budget. The Children Youth Services Master Plan was passed at NSE. It was also brought to the CommUniverCity meeting, and they were really excited about it. The Great American Litter Pick-Up will be taking place Saturday April 20th. Viva Calle will be happening Sunday, April 21st. On Tuesday, April 30, 2024, Councilmember Torres will be presenting a proclamation to City Council for Library Recognition Month.

VII. Chair's Announcements

Chair Magaña shared that he wants to invite Commissioners to the City Council meeting on Tuesday, April 12, 2024, at 1:30 pm for the Library Proclamation. Commissioners should be reaching out to their Councilmember. Even if it's showing up to their community budget meeting. Reminded Commissioners about attendance policy and not making quorum.

he went on a work trip to Boston and visited their library. This visit made him appreciate the San José Public Library even more. The Chair is also working with a couple of Councilmembers on recognition of some San José Public Library staff, more details to follow. With budget season starting, the Chair reminded all Commissioners to reach out to their Councilmembers and remind them the importance of libraries as an educational resource.

VIII. Library Director's Announcements

San José Public City Librarian, Jill Bourne, shared that the San José Public Library has launched a new pilot program with Santa Clara County Parks to offer free vehicle day-use passes valid at over **20** county parks. Library cardholders can check out the pass for 3

weeks and use the pass multiple times during the checkout period. These passes are non-requestable and only available on a first-come basis at the Dr. Roberto Cruz-Alum Rock and Seven Trees branch libraries. Visit www.sjpl.org/SCCParksPass for more information. Everyone's invited to celebrate Vineland Branch Library's 20th Anniversary on Saturday, May 11th from 11:00 am – 1:00 pm. Please visit www.sjpl.org/Vineland20 for more information. On April 10, Mt. Pleasant Library, SJPL's first Bridge Branch, celebrated its 5th anniversary.

IX. Comments and Announcements:

A. Announcements & Meetings Attended by Commissioners as Commissioners:

Commissioner Allen shared that she attended the Special Joint meeting of the Youth Commission and Library and Education Commission. Vice Chair Ramos attended the April 9th City Council meeting to support the Children and Youth Services Master Plan. Commissioner Brown had a one-on-one meeting with Commissioner Foley. Commissioner Banks has been doing outreach with Councilmember Candelas and he has invited her and other Commissioners to a community coffee chat that will be taking place on April 25th at 9:00 am.

B. San José Public Library Foundation (SJPLF) Board:

Vice Chair Ramos shared that there is a SJPLF Board meeting will be taking place on Thursday, April 18th.

X. Information and Upcoming Opportunities for Commission Participation

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

XI. Items for Future Commission Meeting Agendas: Commissioner Brown would like to get a report on SJ Access and how to better support the Friend's Groups. Commissioner Mendoza asked about a new Commissioner liaison with the Friend's Group, since Commissioner Kelly's departure from the Commission.

XII. Meeting Schedule and Agenda Items

The next regular meeting will be held on **May 15th, 2024, at Dr. Martin Luther King Jr. Library, 3rd Floor.**

XIII. Adjournment: The meeting was adjourned at 8:49 P.M.

JOSE MAGAÑA, Chair
San José Public Library
and Education Commission

ATTEST:

LIBRARY AND EDUCATION COMMISSION SECRETARY

CASSIE HUNTER

DRAFT