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MEETING MINUTES

May 21<sup>st</sup>, 2025

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

**Roll Call**

**PRESENT:** Chair Jose Magaña, Commissioners Coco-Nicole Banks, Jose L. Abastida, Gerard Roney, Marvin McCrary, Kristen Brown, Janice Allen and Westley Baker

**ABSENT:** Vice Chair Angelica Ramos, Commissioners Deniz Westphal, Patricia Gardner and Patricia Mendoza

**STAFF:** City Librarian Jill Bourne, Deputy Library Director of Operations Jenny Choi, Deputy Director Ann Grabowski; Division Managers Jean Herriges and Vidya Kilambi; Administrative Officer Fiahna Cabana; Public Information Manager Elizabeth Castañeda; Sr. Public Information Rep. Nancy Macias; Program Manager Karla Alvarez; Community Program Administrators Ofelia Medina and Mayra Cerda; Sr. Librarian Megan Maloy; Librarian Emily Terada; Analysts Cassie Hunter and Robert Miranda; Volunteer Coordinator Carolina Ramirez

**OTHERS:** City of San José Vice Mayor Rosemary Kamei; City of San José District 3 Youth Commission Chair Nolan Mascarenhas; City of San José District 3 Youth Commission Vice Chair Andrew Lieu

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

The Library and Education Commission convened at 7:00 P.M. A quorum was achieved with 8 Commissioners present, and 5 Commissioners absent.

**II. Consent Calendar**

A. Approve the May 21, 2025, Agenda.

B. Approve the Minutes for the Regular Meeting of April 16, 2025.

On the motion of Commissioner Allen, seconded by Commissioner Roney, Commissioners voted unanimously to approve the May 21, 2025, Agenda, as well as the April 16, 2025, meeting minutes.

**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: Youth Commission Update (N. Mascarenhas/A. Lieu)  
The Commission received announcements and updates from the City of San José Youth Commission Chair and Vice Chair. Discussion followed.
- B. INFORMATION: Adult Literacy Programming (V. Kilambi/O. Medina/M. Cerda)  
The Commission received a presentation on the status of the adult literacy programming. Discussion followed.
- C. INFORMATION: Volunteer Services Update (R. Miranda/C. Ramirez)  
The Commission received a report on the Library's Volunteer Services. Discussion followed.
- D. INFORMATION: Submission of Topics for Fiscal Year 2025-26 Work Plan (C. Hunter)  
The Commission discussed topics for the 2025-2026 Library and Education Commission Work Plan.

**VI. Council Liaison's Announcements**

Councilmember Kamei shared that she will be attending the Youth Commission's Civic Engagement event being held on Saturday, May 24, 2025. The City budget will be going to City Council on June 10, 2025. Councilmember Kamei has found a candidate to represent Council District 1 for the Library and Education Commission.

**VII. Chair's Announcements**

Chair Magaña shared that at the next meeting there will be two key items to be voted on: first approving the 25-26 workplan and voting for the Chair and Vice Chair for the 25-26 Commission year. Chair also shared that he attended a back-to-school night at Trace Elementary School and was happy to see a table from SJPL.

**VIII. Library Director's Announcements**

San José Public Library's City Librarian, Jill Bourne shared that she represented the Neighborhood Services Budget at the June 12<sup>th</sup> budget study session. Jill discussed the facilities and customer experience plan survey that was shared with commissioners and asked to share survey with colleagues, [sjpl.org/survey](https://sjpl.org/survey). Summer Learning Kicks-off June 1 through July 31. For complete details of the library's summer programs and to register for Summer Learning, visit: [sjpl.org/summer](https://sjpl.org/summer). The 17<sup>th</sup> Annual Graphic Novel Making Contest will kick-off on Sunday, June 1<sup>st</sup> and the awards ceremony on Saturday, September 13<sup>th</sup>. For more information, visit [sjpl.org/graphicnovels](https://sjpl.org/graphicnovels). Women's professional soccer franchise, Bay FC, players will take part in a special story time at Bascom Library Branch on Wednesday, June 11<sup>th</sup> from 5:30 PM – 6:30 PM.

**IX. Comments and Announcements:**

- A. Announcements & Meetings Attended by Commissioners as Commissioners:  
No Commissioners provided any comments or attended any events.

B. San José Public Library Foundation (SJPLF) Board:  
No report given.

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

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

**XI. Items for Future Commission Meeting Agendas:** None suggested.

**XII. Meeting Schedule and Agenda Items**

The next regular meeting will be held on **June 18<sup>th</sup>, 2025, at 7:00 p.m.** at **Cambrian Library Branch.**

**XIII. Adjournment:** The meeting was adjourned at 8:25 P.M.

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JOSE MAGAÑA, Chair  
San José Public Library  
and Education Commission

ATTEST:

LIBRARY AND EDUCATION COMMISSION SECRETARY

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CASSIE HUNTER