

# LIBRARY AND EDUCATION COMMISSION

August 20, 2025  
7:00 PM to 9:00 PM

# **I. CALL TO ORDER & ORDERS OF THE DAY**

## **II. CONSENT CALENDAR**

**A. APPROVE THE 08/20/2025 AGENDA**

**B. APPROVE MINUTES FOR THE REGULAR MEETING OF  
06/18/2025**

### **III. PUBLIC RECORD**

## IV. OPEN FORUM

(2 MINUTES OF SPEAKING TIME IS AVAILABLE)

2<sub>m</sub> 00<sub>s</sub>



## V. DISCUSSION/ACTION ITEMS

**A) INFORMATION: BRANCH SPOTLIGHT:  
JOYCE ELLINGTON (T. RICHBOURG)**



# JOYCE ELLINGTON BRANCH

AUGUST 20, 2025



# JOYCE ELLINGTON BRANCH FACTS

## Branch Hours

Monday	1 PM – 7 PM
Tuesday	10 AM – 7 PM
Wednesday	10 AM – 7 PM
Thursday	10 AM – 7 PM
Friday	12 PM – 6 PM
Saturday	10 AM – 6 PM
Sunday	12 PM – 5 PM



52 Service Hours

LEC Commissioner

*Vacant*

Council District  
**3**

Councilmember  
**Anthony Tordillos**

## Library Features

Public Computers: 27

Group Study Rooms: 1

Quiet Study Rooms: 1

Community Room Capacity: 60



15 Staff Members  
(8.7 FTE)

# ABOUT THE COMMUNITY

<b>Total Population</b>	<b>36,596</b>
<b>Children under 5</b>	5%
<b>Children 5 to 14</b>	9%
<b>Teens 15 to 17</b>	3%
<b>Adults 18 to 24</b>	11%
<b>Adults 25 to 54</b>	50%
<b>Adults 55 and over</b>	22%

Language Spoken at Home %	
English Only	48%
Spanish	26%
Vietnamese	9%
Chinese (Mandarin and Cantonese)	3%
Tagalog	3%
Other Indo-European languages	2%

Race/ Ethnicity	
<b>Two or More Races</b>	34%
<b>Asian</b>	24%
<b>White</b>	21%
<b>Some Other Race</b>	15%
<b>Black</b>	3%

**Medium Household Income**  
\$122,708

**Schools**  
Elementary 4  
Middle 1  
High School 1

**Avg Per Capita Income**  
\$60,458

# FY 2024/25 USAGE STATISTICS

	2023/24	2024/25
Membership Count	10,079	9,744
Visits	68,354	76,467
Total Programs	821	731
Program Attendance	10,893	12,283

## Total Computer Bookings

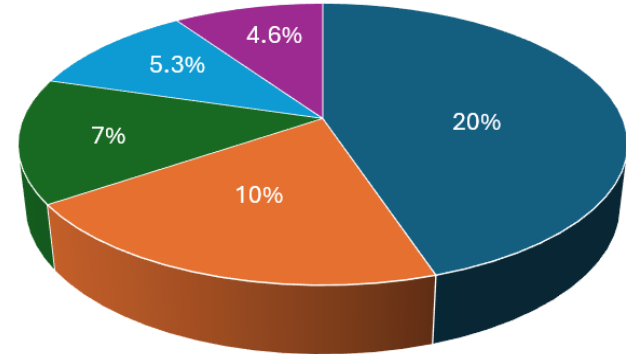
10,981

Ranking compared to  
all other SJPL Branches

5th Highest

## Circulation

55,948



- Children's Picture Books
- Children's Easy Readers
- Children's Nonfiction
- Children's Graphic Novels
- Adult Nonfiction

Top 3 languages in circulation:  
Spanish, Vietnamese, Chinese

# PROGRAMS AND SERVICES

## Digital Literacy

- Digital Skills Building Pathways
- Everyone Can Code/Create
- One-On-One Tech Mentor

## Early Education

- Story Times/Stay and Play
- Reading Under the Stars
- Summer in the Park (Storytime at Backesto Park)
- Art Explorations: Paint Your Emotions

## Expanded Learning

- Homework Club
- Math Enrichment Club
- One in Math
- Reading Camp for Rising 5<sup>th</sup> Graders



# PROGRAMS AND SERVICES

## Cultural Enrichment

- Lunar New Year Celebration
- Opera San Jose
- Santa Claus Visit
- Diwali Dance Party

## College and Career Readiness

- Resume Help
- Teens Reach

## Adult Services

- Tea and Talk
- Composting Basics
- Sourcewise



# VOLUNTEERS AND FRIENDS OF THE LIBRARY

Volunteers	
Number of Volunteers	41
Total Volunteer Hours	599

Joyce Ellington Friends Group has 7 members

- 3 book sales a year
- Recently funded programs:  
*Halloween music performance*  
*Visit with Santa*  
*Lunar New Year Celebration*  
*Back to School Event*







**Members of the Joyce Ellington Team**





# QUESTIONS? THANK YOU!

Trina Richbourg  
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408-808-3043  
Joyce Ellington Branch Library  
491 E. Empire St,  
San Jose, CA 95112



2<sub>m</sub> 00<sub>s</sub>

# 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.
- Repeated failure to comply with this Code of Conduct which will disturb, disrupt or impede the orderly conduct of the meeting may result in removal from the meeting.

Please unmute your device when your name is called.

## **B) INFORMATION: PUBLIC SERVICES OVERVIEW (A. GRABOWSKI)**

# PUBLIC SERVICES UPDATE

Library and Education Commission  
August 20, 2025

Michelle Amores, Jean Herriges & Abby Shull

**FY 2024-2025**  
**YEAR-IN-REVIEW**

**Service Hours:** No Change

**Library Visits:**  6.35% over 23-24

**Circulation:** Even with 23/24 (+0.3%)

- Changes to our electronic membership (E-Card) in February '25 impacted electronic material circulation
- Average wait times for electronic materials decreased by ~2 weeks for popular items

**Membership:** 763,555 ~ even with 23/24

- Changes to our electronic membership (E-Card) in February '25 impacted overall membership growth, but improved our ability to serve local residents

## 3,808,607 Visits during Fiscal Year 2024-2025

**Total Visits – Up 6.35% from 2023-24**

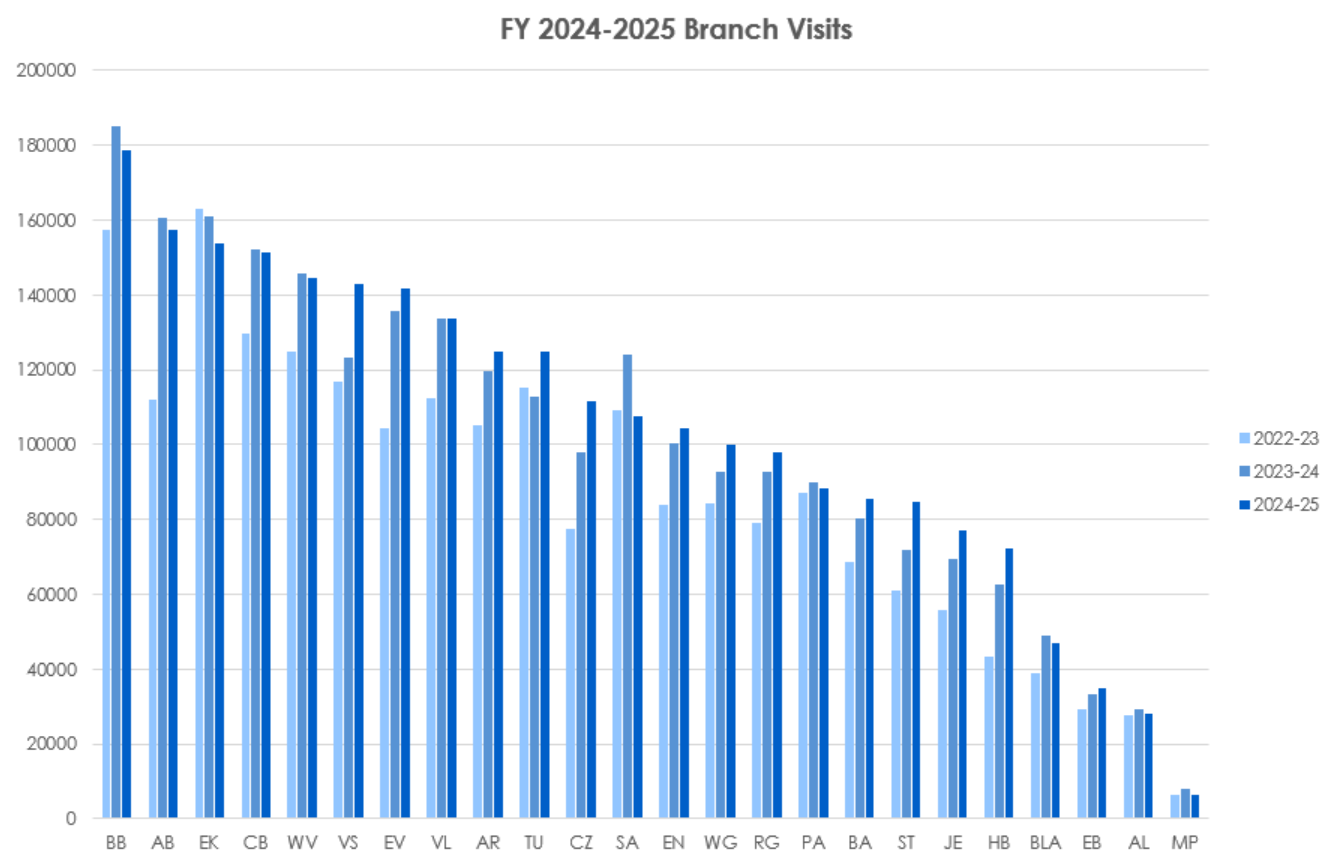
Location	FY 22-23	FY 23-24	FY 24-25
Branches	2,012,815	2,332,867	2,522,855
King	966,670	1,248,033	1,285,752
Total	2,979,485	3,580,900	3,808,607
% Change		20%	6.35%



**Most Popular Day of Week: Tuesday**

**Most Popular Time of Day: 3pm**

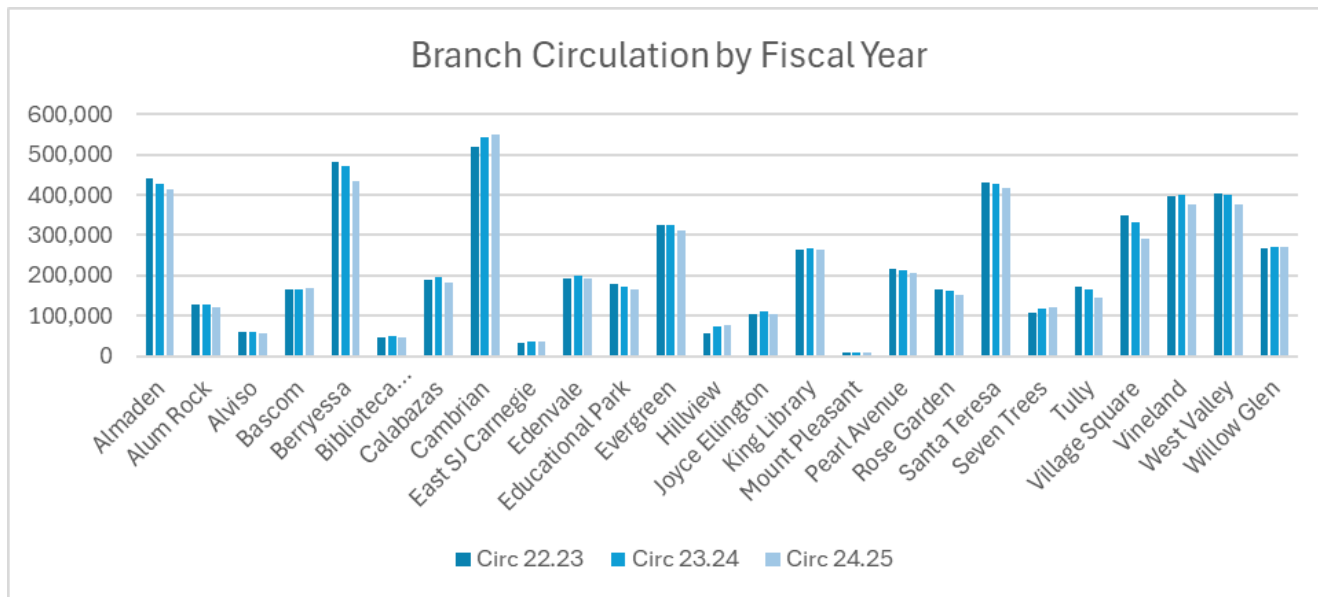
LIBRARY VISITS



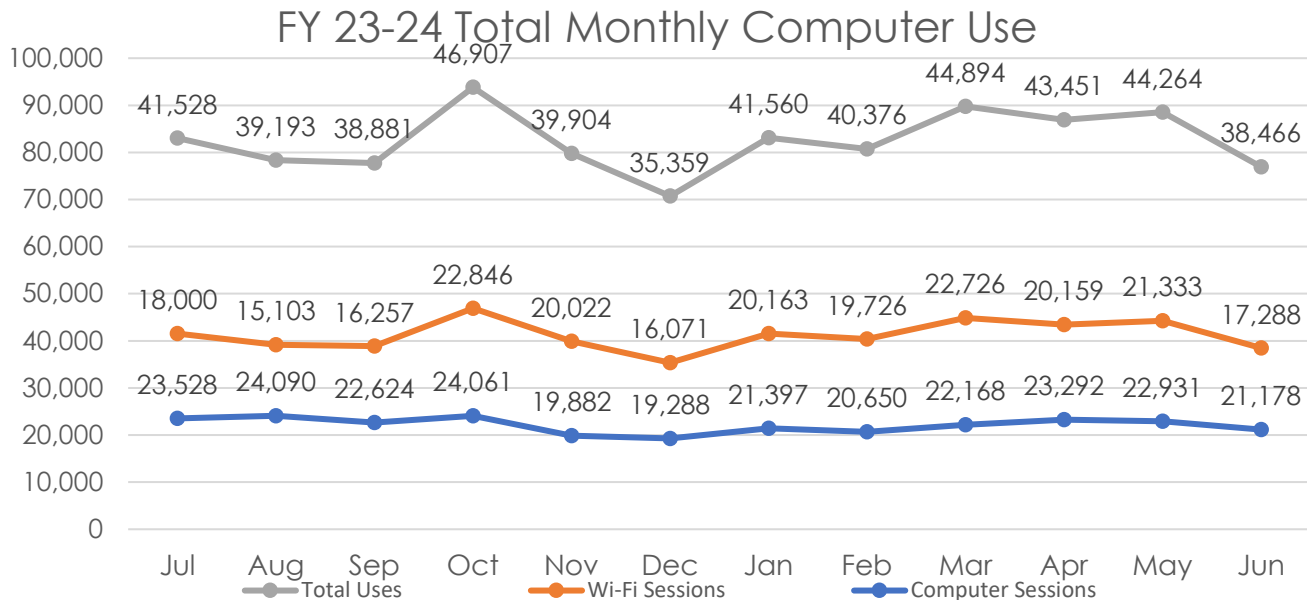


## CIRCULATION

Circulation Type	FY 22-23	FY 23-24	FY 24-25
Physical Circulation	5,708,004	5,379,222	5,524,520
E-book Circulation	1,759,720	2,311,904	2,194,004
Total Circulation	7,467,724	7,691,126	7,718,524



## COMPUTER USAGE



**494,783** Total Sessions      **41,232** Avg. Sessions Per Month  
**265,089** Computer Sessions      **229,694** Wi-Fi Sessions

Busiest locations in order: King, Tully, Alum Rock, Berryessa, Ed Park, Joyce Ellington, Evergreen, Hillview, Seven Trees, Edenvale, West Valley

- With the adoption of the FY 2025-26 budget, City Council approved the permanent elimination of late fees for all customers.
- As of July 1, 2024, customers will not accrue late fees when returning overdue materials which includes all books, magazines, and media; Chromebooks, laptops, iPads, and hotspots; and ILL and Link+ items.
- **All materials** checked out after July 1<sup>st</sup> will automatically be under the new loan rule and will not accrue any late fees when returned after their due date. Fees for lost materials will still be assessed.
- **What happens with late fees accrued before July 1?**
  - Customers with existing late and lost fees are still responsible for paying those fees. Customers can participate in [alternative](#) programs such as Volunteer Away Your Fines, Read Away Your Fines, or Book Replacement Program to paying those accrued late fees.

## MAJOR PRIORITIES FOR 2025-2026

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- An **AI Center** will open in late Fall on the first floor of MLK. Currently under construction. Will provide public technology access and skill building programming.
- Alignment of existing and new efforts focusing on **Third Grade Reading**
- Migration to a **new Integrated Library System** software solution, which will provide enhanced functionalities that will benefit the public
- Completion of the **Facilities and Customer Service Master Plan**
- Preparing for the **renovation of the Biblioteca Latinoamericana Branch**
- Through a grant from the Carnegie Corporation of New York, successfully building strong referral pathways for all program participants, with a **focus ESL and Adult Literacy, and College and Workforce Development** pathways

# QUESTIONS?



2<sub>m</sub> 00<sub>s</sub>

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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,  
SEPTEMBER 17, 2025, AT DR. MARTIN LUTHER  
KING JR. LIBRARY BRANCH**

## **XIII. ADJOURNMENT**