# LIBRARY AND EDUCATION COMMISSION

September 17, 2025 7:00 PM to 9:00 PM

# I. CALL TO ORDER & ORDERS OF THE DAY

#### II. CONSENT CALENDAR

A. APPROVE MINUTES FOR THE REGULAR MEETING OF 08/20/2025



# IV. OPEN FORUM (2 MINUTES OF SPEAKING TIME IS AVAILABLE)

2m 00s

# V. DISCUSSION/ACTION ITEMS

# A) INFORMATION: YOUTH COMMISSION UPDATE (M. KUCHAREWSKI/N. PRADEEPKUMAR)





# **2025-2026 WORK PLAN**

SEPTEMBER 17, 2025
LIBRARY & EDUCATION COMMISSION

#### **COMMISSIONER KUCHAREWSKI**

Citywide, Chair

**COMMISSIONER PARK** 

District 10



District 1, Communications

**COMMISSIONER PRADEEPKUMAR** 

District 2, Vice Chair

District 3

Youth **COMMISSIONER YU** District 9

CITY OF SAN JOSE

**COMMISSIONER GONZALEZ-MUÑIZ** 

District 8

**COMMISSIONER BABU CHAKRAVARTHI** 

**COMMISSIONER SANCHEZ** 

District 4

**COMMISSIONER HUYNH** 

District 7, Outreach



**COMMISSIONER GUERRERO FERNANDEZ** 

District 5

**COMMISSIONER CANFIELD** 

District 6

# YOUTH ADVISORY COUNCILS (YAC)

In addition to supporting the Youth Commission's work plan, these councils of volunteer youth provide valuable input and insights on policies and programs that directly impact young people.

Last fiscal year, Youth Commission and Youth Advisory Council members volunteered a combined **1,085** service hours in dedication to Youth Commission activities and events.







# EVALUATE AND ADVISE ON COLLEGE, CAREER, AND LITERACY OPPORTUNITIES AND RESOURCES IN SAN JOSÉ

- Conduct youth participatory action research and a citywide youth survey to gather insight and input from youth on City budget and educational priorities
- Explore and uplift community partnerships with local education agencies









# CELEBRATE SAN JOSÉ'S DIVERSITY AND CULTURE THROUGH EXPLORING COMMUNITY BUILDING AND PLACEMAKING

- Foster youth voice through culture and art
- Conduct outreach and promotion of existing local resources and events with the City of San José and other community-based organizations
- Advocate for immigrant youth and families by promoting support resources







#### **NEXT STEPS**

In addition to the work plan, the Youth Commission will participate in multiple community events and initiatives, including park cleanups, tree plantings, clothing and food drives, and various cultural celebrations and educational workshops.







#### Fall 2025

Recruit and organize YACs
Establish ad hoc working committees
LEC-YC Joint Commission Meeting

#### **Winter 2025**

Launch and promote the Youth Priorities Survey

#### Winter 2026

Host a youth-led Budget Priorities Summit

#### Spring 2026

Present YC Annual Report to NSE



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# Agenda Item

#### Code of Conduct

- Comment on the specific agenda item topic only
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# B) INFORMATION: BUDGET OVERVIEW (F. CABANA)

## LIBRARY BUDGET UPDATE

Library and Education Commission September 17, 2025

#### FY 2025-2026 LIBRARY BUDGET OVERVIEW

Op	perating Budget	Capital Budget
\$70.8 million		\$23.7 Million
<ul><li>Libra</li><li>Millio</li><li>Capi</li></ul>	eral Fund - \$57.6 Million ry Parcel Tax - \$11.9 n ital Funds - \$1.1 Million rust Fund - \$120,000	<ul> <li>Branch Libraries Bond Projects         Fund - \$4.8 Million</li> <li>Construction and Conveyance         Tax - \$17.5 Million</li> <li>Building Forward Infrastructure         State Grant - \$4.2 Million</li> <li>2026 - 2030 Capital Improvement         Program - \$56.5 Million</li> </ul>
= applied of but of core	pnnel (salaries): 398.02 FTE prox. 637 positions (80% udget) Services Support – ess, Education, Strategic port	<ul> <li>Branch Library Bond Projects</li> <li>Facilities Improvements &amp; Equipment</li> <li>Acquisition of Materials</li> </ul>

#### 2025 - 2026 LIBRARY OPERATING BUDGET

#### Included in Adopted Budget - Year One

- Decrease to SJSU/CSJ Operating Agreement for Dr. MLK Jr. Library no service impact
- Decrease to Library Security Contractual Services no service impact
- Reallocation of position funding for College and Career Pathways to San Jose Public Library Foundation - for two fiscal years
- One-Time General Fund increase for Materials Acquisitions from prior year savings
- As directed by the Mayor's June Budget Message for Fiscal Year 2025-2026, as approved by the City Council, adds \$191,000 in onetime non-personal/equipment funding for Ignite Fellowship Program (\$75,000), Youth Science Institute (\$60,000), Silicon Valley Education Foundation (\$35,000), and Tully Library Branch Safety Improvements (\$21,000).

#### LIBRARY CAPITAL BUDGET

#### **Included in Adopted Budget**

- Maintain funding for Building Forward Library Grant match
- Maintain funding for Biblioteca Latinoamericana Branch renovation
- Allocate funding from Library Parcel Tax to fund Automation projects
- Continue to seek funding support for Capital budget, including facilities maintenance and repairs, furniture, fleet, technology and collections

#### CITY ANNUAL BUDGET PROCESS

- December: Budget Direction Memo Released by the City Manager
- January: Departments Operating + Capital budget submission to City Manager
- February: Annual Commission Budget Position Message reviewed and adopted by LEC
- March: Mayor's March Budget Message
  - Public Hearing at City Council
- May: Release of City Manager's Proposed Operating + Capital Budgets
  - Community Budget Meetings
  - Public Study Sessions
  - Public hearing at City Council
  - City Council Budget Request Process
- June: Mayor's June Budget Message
  - Final Public Hearing
  - Mayor's June Budget Message + budget approval
  - Final budget adoption

#### LIBRARY AND EDUCATION COMMISSION

- Upcoming Presentations and Commission Engagement Opportunities:
  - November 19: Commission Budget Activities Sub-Committee Appointment to Prepare Annual Budget Position Message to Council
  - January 21: Library Budget Review
  - February 18: Adopt Annual Commission Position Message to Council (Action Item)
  - April 15: Budget Update

# QUESTIONS?



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# C) INFORMATION: FACILITIES AND CUSTOMER EXPERIENCE PLAN UPDATE (M. SULLIVAN)



# SAN JOSÉ PUBLIC LIBRARY

Facilities & Customer Experience Plan

SJPL Commission Meeting – September 17, 2025







#### TODAY'S AGENDA

- 1. Project Overview
- 2. Designing libraries for today's communities
- 3. SJPL's existing facilities & new service models
- 4. Growing our reach
- 5. Applying our learnings to SJPL's facilities
- 6. Next Steps
- 7. Q&A

# MEET THE PLANNING TEAM



**Liz Opper** Project Manager RA, AICP



**Margaret Sullivan** Library Expert & Designer





**Grace Tilghman** Strategic Designer



Jade Esplin Strategy & Facilities



**Jenny Lau** Strategic Designer

# **PROJECT OVERVIEW**

#### What is Facilities Master Planning?



Articulate the role & purpose of our facilities today and for the future.



Determine whether the sizes of the facilities serve the community's needs.



Co-create with the community partners and staff to invigorate!



Identify innovative opportunities for funding and partnerships.

## Who's Participating?

#### **Library Leadership Group**

- Support the plan as key decision makers for process and approach
- Provide feedback and insight
- Champion the project with the wider stakeholder group

## Staff & Leadership Workshop Group

- Provide input and co-create direction and master plan content
- Define vision and set initial priorities for framework

#### Library & Education Commission

 Ensure alignment with initiatives and city-wide goals

#### **Community Partners**

- Share expertise and identify alignment with the library's goals and community needs
- Identify and discuss partnership opportunities

#### **Youth Commission**

 Ensure alignment with initiatives and city-wide goals

#### SJPLF Board

- Provide input on the plan, community expectations, and fundraising
- Promote the library's plan and initiatives

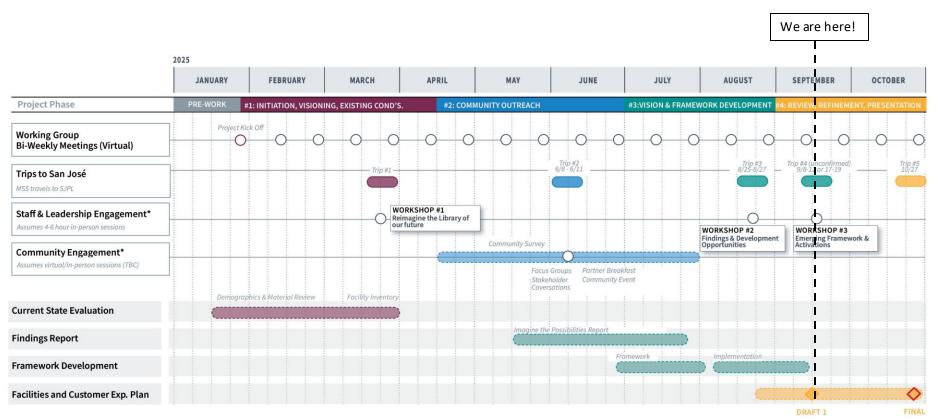
#### **Consultant Team**

- Facilitate a creative experience
- Leverage the strengths of all participants
- Provide structure and project management for everybody to do their best work

#### Community

- Share community experiences and help align the library's plan with community needs
- Provide insights and help identify priorities

## Roadmap



\*KEY STAKEHOLDERS & PARTICIPANTS TO BE CONFIRMED

### **Trips**











# Trip 1 Visioning & Existing Conditions

Staff & Leadership
Workshop #1 | Reimagine
the Library of Our Future

**Branch Tours** 

Branch Manager Interviews

Joint Commission Meeting

### Trip 2 Community Engagement

Community Outreach

Grasstops

Grassroots

Focus Groups

1-on-1 Stakeholder Conversations

Partner Breakfast

Community Event

# Trip 3 Findings & Emerging Opportunities

Staff & Leadership
Workshop #2 | Findings
and Development
Opportunities

Further Engagements as Needed

Youth Commission Meeting

# Trip 4 Emerging Framework

Staff & Leadership **Workshop #3** | Emerging Frameworks & Activations

**Board Retreat Presentation** 

# Trip 5 Adoption & Share Out

Present Plan to Board, Commissions & Identified Stakeholders

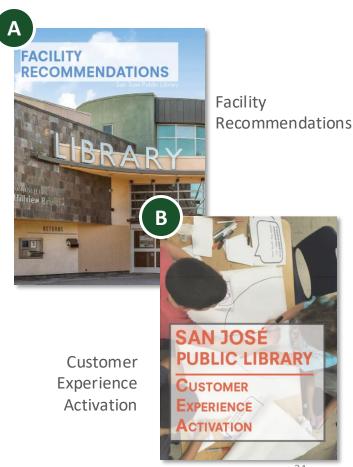
#### What We'll Deliver



Findings and Imagine the Possibilities Report



Facilities and Customer Experience Plan



## Methodology



How should our libraries be designed in service to our communities today?



Are SJPL's existing facilities able to adapt to new service models?



Do we need to grow our reach? How do we want to grow?



Applying learnings to SJPL's facilities



What are the development and philanthropic funding opportunities we can tap in to?

How should our libraries be designed in service to our communities today?

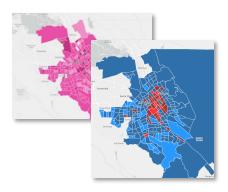
## **Process**



**Strategic Research** 



**Branch Questionnaires** 



**Equity Index** 



**Branch Tours** 



Framework



**Staff & Leadership Workshops** 

## **Ambitious Community Engagement**



1-on-1 Conversations



Viva Calle – Berryessa



**Community Focus Groups** 



Viva Calle - Alum Rock



**Partner Convening** 



**Community Survey** 

## **Community Conversations**

Stakeholder 1:1 Conversations Focus Groups **TERESA ALVARADO CHILDREN & MAYOR ARTS & CULTURE TECHNOLOGY Community Activist FAMILIES MATT MAHAN** & Leader JENNIFER MAGUIRE **FRIENDS OF THE** KYRA KANZANTZIS, **SCHOOLS & WORKFORCE &** + LEE WILCOX LIBRARY & SV Council of **HIGHER ED TRAINING** City Manager & **COMMISSIONERS** Non-Profits Assistant CM **CAMILLE LLANES-CHAMBER OF YOUTH & BETTY DUONG,** FONTANILLA, **COMMERCE & PHILANTHROPY YOUNG ADULTS** Santa Clara County **Community Impact SMALL BUSINESS** & Systems Change

## Staff & Leadership Workshops 1 & 2





## Staff & Leadership Workshops 1 & 2











## Partner Breakfast













### Partner Breakfast

CIVIC VITALITY

More youth involvement in civic systems

Education on voting rights and impact

Help residents feel connected to each other

**OPPORTUNITIES** 

Larger and more inclusive cultural events (more Viva Calle and Parks events)

Internships and training to expose youth to civic procsses

**ECONOMIC** WELLNESS

Comprehensive financial literacy education

Small business/vendor resources

Digital literacy workshops

Business resources/ education

Financial literacy and responsibility, as well as amplified career counselina

Larger co-working spaces

**EDUCATIONAL** SUCCESS

An increase in tutoring/ college prep programs

Equal access to digital resources

Language labs

Expansion of STEM and creative spaces

Tutoring programs: more volunteer teens and adults

PERSONAL **HEALTH &** WELL-BEING

Mental health resources

More wellness education

resources

Z

Free physical health spaces

Free access to yoga and

meditation apps and

Partnerships with

community wellness

social service agencies)

entitites (hospitals,

TRUST & BELONGING

Respect and confidentiality

Access to support groups and mental health resources

CULTURAL **IDENTITY** 

Need to put in effort to normalize cultural differences

Acknowledging and accommodating language barriers

Media literacy programs

Inclusive signage

Comfortable furniture

Multicultural nights and events

Strengthen partnerships with multilingual organizations

#### **SPACES & PLACES**

#### **MESSY SPACES**

- Tinker Garage
- Messy Makerspace
- Art Studios
- Community Garden

#### SPACES FOR COMMUNITY TO GATHER (ADULT-SPECIFIC)

- Social Services Center
- Adult Recreation
   Health & Fitness Space
- Community **Problem-Solving** Studio
- Community
- Meeting Rooms Spaces
- Community Pantry

- Homework Area
   English Tutor Lab
- Quiet Study Room
- Multilingual Learning Lab
- Conversation Room

#### **DIGITAL EDUCATION & CAREER**

- Digital Equity Studio
- Digital Arts Salon
- Digital Demo Lab
- VR Studio
- Financial Literacy Lab

 Innovation & Entrepreneurship Center

## Viva Calle – Berryessa



#### **OUTDOOR & REC SPACES**



- Children's Playground
- Swimming Pool
- Pickleball Court
- Swimming Garden
- Outdoor Living Room
- Climate Center
- Reading Garden

#### **COMMUNITY GATHERING**

- Wellness Center
- Community Problem-Solving Studio
- Center for Happiness
- Community Pantry
- Break Away Space

#### **CHILDHOOD & EARLY LEARNING**

- Storytime Space
- Immersive Storytelling Lab
- Childcare Center
- Children's Classroom

#### **CHILDHOOD & EARLY LEARNING**

- Digital Arts Salon
- Dance & Music Rehearsal Studio
- Artist in Residence Studio
- Textile/Fiber Arts Studio
- Community Stage/Black Box Theater/ Tiered Theater

## Viva Calle – Alum Rock



#### **OUTDOOR & REC SPACES**

- Community Garden
- Outdoor Reading Garden
- Produce Market
- Swimming Pool
- Nature Center/Trails
- Flexible Sport Courts

MOST WANTED SPACES AT ALUM ROCK

#### YOUTH GATHERING & LEARNING

- Teen/Tween Hangout Space
- Adolescent Health Center
- Childcare Center
- Lego Room

#### **THE ARTS**

- Museum/Fine Art Gallery
- Digital Arts Salon
- Dance & Music Rehearsal Studio
- Photo Lab
- Ceramics Studio
- DJ Lab





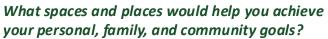












- 1. Community Garden
- 2. Reading Garden
- 3. Center for Happiness
- 4. Art Gallery & Studio
- 5. Nature Center/ Trails
- 6. Wellness Center
- 7. Quiet Study Room
- 8. Pilates/ Yoga Studio
- 9. Outdoor Living Room
- 10. Messy Makerspace







## **Cultural Learnings**



Spanish speakers who took the Community Survey are <u>prioritizing</u> <u>dance and rehearsal studios</u> for cultural gatherings!

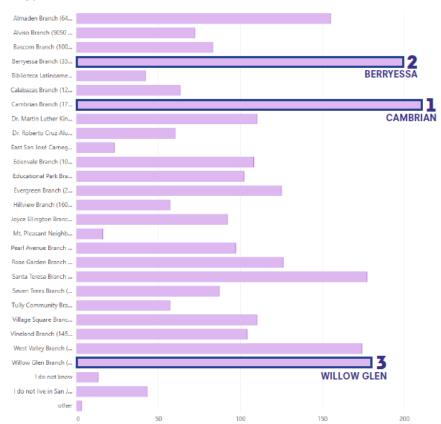


Lunar New Year and other large cultural gatherings are among the most attended programs at SJPL.

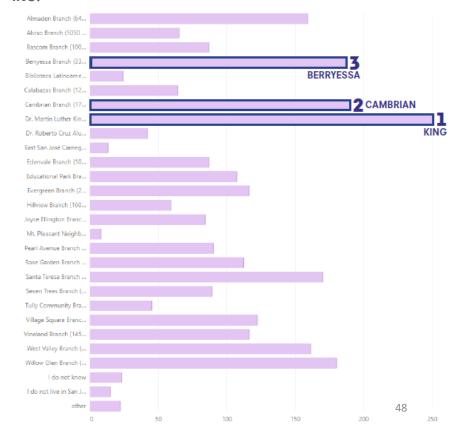


These cultural gatherings position SJPL at the center of their neighborhoods and communities.

## What neighborhood library location is closest to where you live?



## Which branch do you visit the most regardless of where you live?



#### **OPPORTUNITIES** FOR GATHERING



(movie, game







What types of programs, services, or events would you be most interested in?

#### TECH **OPPORTUNITIES**



High-tech Equipment



Coding & Robotics



Technology Classes & 1:1 help

#### **PERSONAL HEALTH** & WELL-BEING





Culinary Programs Community Garden



Health & Wellness Programs



Budgeting &

#### **EDUCATION**



Continuing Education Classes



STEAM Programs



Summer Reading Program



History Programs

In the future, our libraries will foster a more....



## **Ambitious Community Engagement**

- **3** Leadership & Staff Workshops
- 6 One-on-one Stakeholder Conversations
- 9 Focus Groups
- **180** Partners Attended a Community Partner Breakfast
- **1,000+** Viva Calle Community Members Engaged
  - **300** Ice Pops Distributed
  - **2,830** Survey Responses
    - **5** Survey Languages
    - + Infite moments of joy...



# Are SJPL's existing facilities able to adapt to new service models?

## **Opportunities**

- Customize experiences, curated collections, & technologies at each location
- Realign public space to increase equitable access to early learning, digital literacy, & programming strengths
- Activate public space for SJPL's 21st century service model

Complementary, multi-branch use of the SJPL system!



## Every 30 years, facilities need substantial investment

Branch	Year Built	Last Renovated	Years Since Intervention
Mt. Pleasant Neighborhood Library	1998	2019	7
Village Square Library	2016	-	10
Bascom Library	2013	-	13
Educational Park Library	1976	2013	13
Seven Trees Library	1967	2013	13
Santa Teresa Library	1984	2010	16
East San Jose Carnegie Library	1911	2009	17
Joyce Ellington Library	1975	2008	18
Pearl Avenue Library	1971	2008	18
Willow Glen Library	1937	2008	18
Cala bazas Library	1966	2007	19
Edenvale Library	2007	-	19
Hillview Library	1965	2007	19
Almaden Library	1971	2006	20
Cambrian Library	1961	2006	20
Evergreen Library	1976	2006	20
Rose Garden Library	1960	2006	20
Berryessa Library	1968	2005	21
Dr. Roberto Cruz Alum Rock Library	2005	-	21
Tully Community Library	2005	-	21
Vineland Library	2004	-	22
West Valley Library	1964	2003	23
Alviso Library	1934	1999	27
Biblioteca Latinoamericana Library	1978	1999	27

Less than 20 years since site development or intervention

11 facilities 20+ years since intervention

Nearing 30 years

\*Biblioteca design update underway

## **Existing Pain Points**





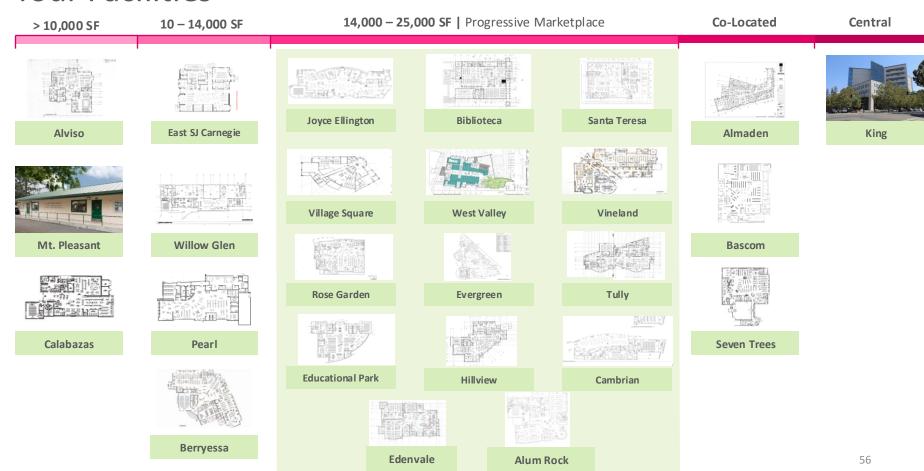
The Initial Marketplace Model was ahead of its time, but lacked adaptability and flexibility

This was due to the design of specified and dedicated spaces!



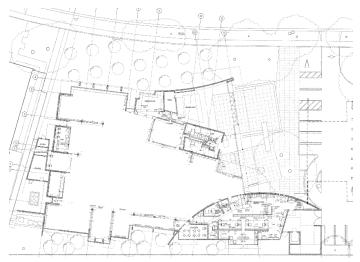


## **Your Facilities**



## West Valley Branch











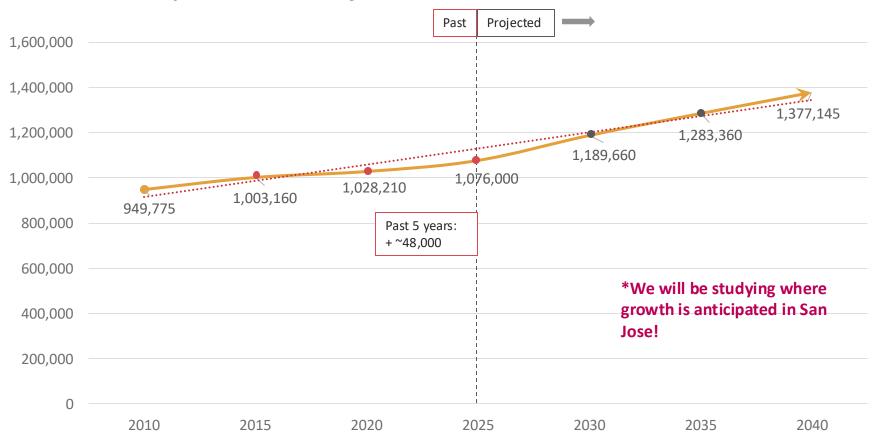
Service & Back of House



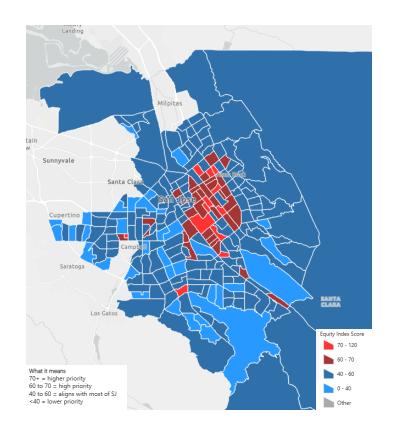


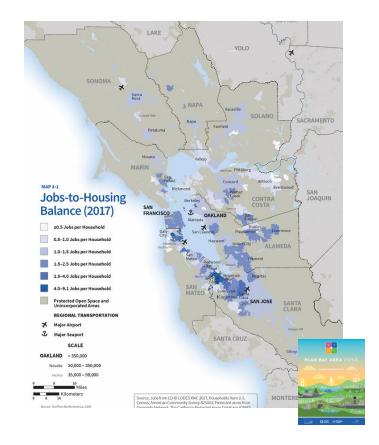
## Do we need to grow our reach? How do we want to grow?

## San Jose Population Projections

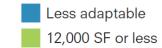


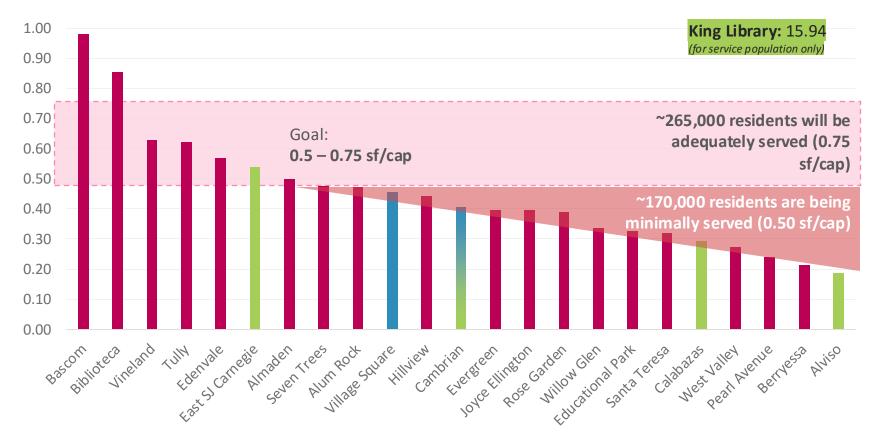
## **Equity Index & Socioeconomic Conditions**





## Library Space & Equity





## Site Typologies



**Co-Located Branches** 



**Park-Adjacent Branches** 



**Untapped Development Opportunities** 

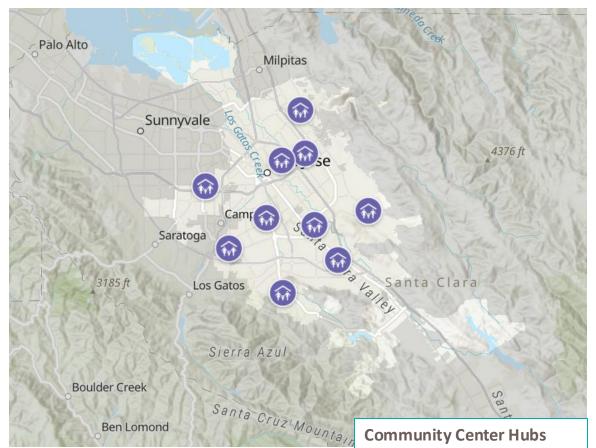
## Untapped Outdoor Space: Biblioteca Latinoamericana







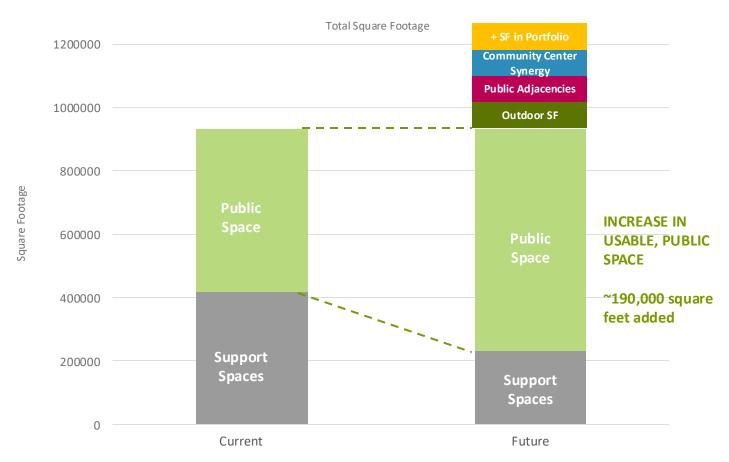
## Facility Typologies







## **Growth Strategy**



## **Branch Inequity**

	Current (0.42 SF/Capita)	0.5 SF/Capita	0.75 SF/Capita
Branch SF needed to reach SF/cap goal	455,600 sf	538,250 sf	807,400 sf
+ Current King Library SF	475,000 sf	475,000 sf	475,000 sf
= Total SF Needed System-Wide	930,600 sf	1,103,000 sf	1,282,400 sf
Branch SF increase from current total SF (930,606 SF)	+0 sf	+172,400 sf	+351,800 sf

66

## Applying learnings to SJPL's facilities

## Placemaking For San José Vitality

Placemaking for....

public good and centers for happiness

deepening and building culture, diversity, and strengths

a historically agrarian society

San José's soul.

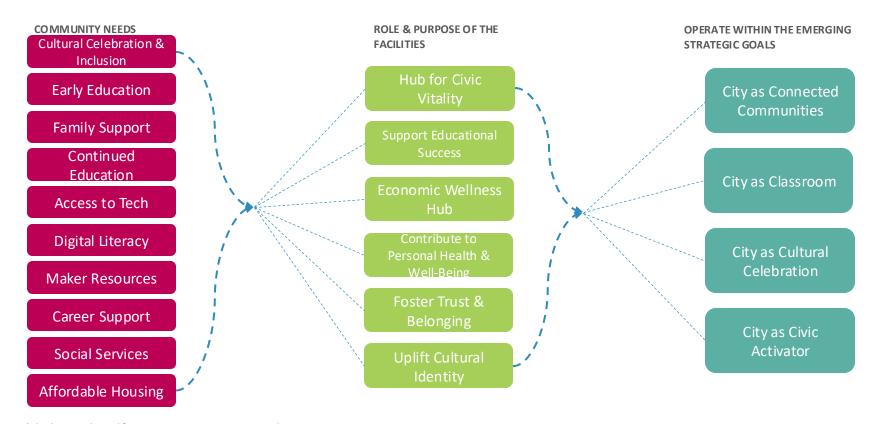






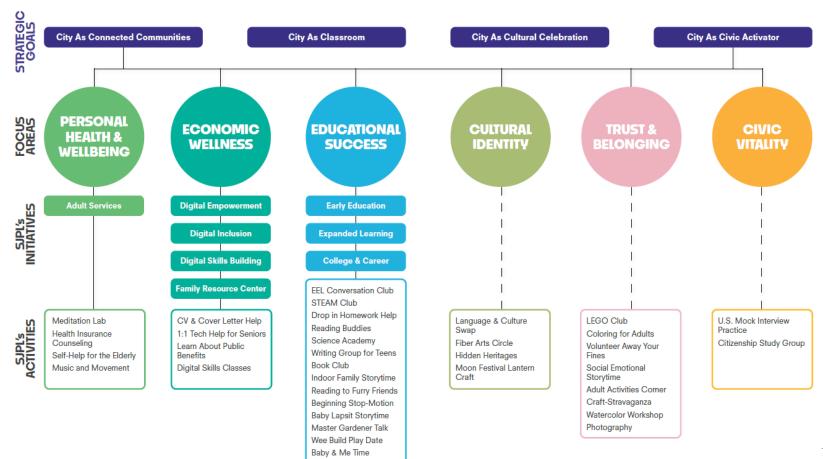


## Opportunities For Facility Growth



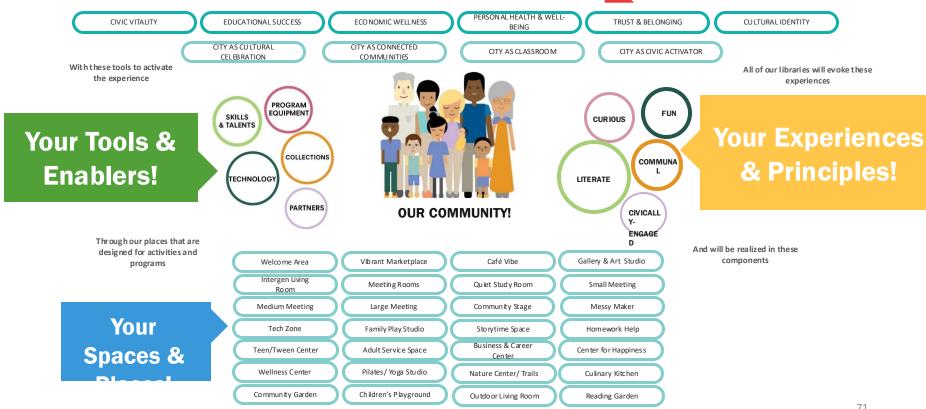
<sup>\*</sup>This list was derived from community conversations and survey

## Strategic Experience



## 21st Century Library Experience

### Your Strategic Goals!



## **Placemaking Components**



Floor Plan Realignment - West Valley Outdoor Medium Large Meeting Room Wellness Meeting Room Center Quiet Rooms Café Vibe Maker Suite Space Vibrant Welcome Family Play Studio Bookstore Area

### **Exciting Emerging Ideas**

# CITY AS CONNECTED COMMUNITIES

- Tea & Talk to bring people of different backgrounds together
- More after school programs
- Cultivate a more flexible/open relationship with SJSU on space usage
- More vibrant celebratory events with music and dance

#### CITY AS CLASSROOM

- STEAM Programs for families (all ages)
- Animal/nature encounters
- Pop-Up craft events
- Educational Grab & Go Kits
- Health/Wellness

### CITY AS CIVIC ACTIVATOR

- Community Conversations / "Democracy" Café where members discuss neighborhood issues with snacks
- Easy-to-comprehend literature on political issues before local elections
- Continue offering City Council Office Hours

# CITY AS CULTURAL CELEBRATION

- Cultural interactive displays featuring celebrations and historical accomplishments
- Food truck festivals
- Partnering with farmer's market

# **Next Steps**

## Next Steps

- ☐ Projected Growth & Development
- ☐ Funding & Development Strategies
- ☐ Small, Medium, Large Investment Ideas
- ☐ Develop Customer Experience Plan



# **THANK YOU!**

# $2_{\rm m} 00_{\rm s}$

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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 MONDAY,
OCTOBER 27, 2025, AT DR. MARTIN LUTHER
KING JR. LIBRARY BRANCH

### XIII. ADJOURNMENT