
MEETING MINUTES

October 27, 2025

I. Call to Order & Orders of the Day

Roll Call

PRESENT: **Library and Education Commission:** Chair Angelica Ramos, Vice Chair Coco-Nicole Banks, Commissioners Deniz Westphal, Jose L. Abastida, Ramnik Saandal, Patricia Mendoza, Gerard Roney, Charea Bustamante.

Youth Commission: Chair Marian Kucharewski, Vice Chair Neyha Pradeepkumar, Commissioners Anushka Desmukh, Akshadha Babu Charavarthi, Fiona Canfield, David Huynh, Jingru (Ruby) Yu, Jinyoung (Kyle) Park

ABSENT: **Library and Education Commission:** Commissioners Daphna Woolfe, Gini Bossenbroek, Marvin McCrary, Kirsten Brown, Westley Baker

Youth Commission: Commissioner Aldo Joll Gonzalez-Muñiz, Edwin Sanchez, Dali Guerrero Fernández

STAFF: Library Director Jill Bourne; Deputy Director of Public Services Ann Grabowski; Deputy Director of Operations Jenny Choi; Division Managers Vidya Kilambi and Jean Herriges; Administrative Officer Fiahna Cabana; Program Manager Anh Rodrock; Program Manager Karla Alvarez; Senior Librarian Megan Maloy; Youth Commission Librarian Emily Terada; Community Program Administrator Amanda Otte, Mayra Cerda, Ofelia Medina, Araceli Delgado; Analyst Cassie Hunter; Administrative Assistant Dziem Nguyen; Public Information Representative II Aakanksha Patel

Others: Councilmember Pamela Campos; Councilmember Rosemary Kamei; Councilmember Domingo Candelas; District 1 Council Assistant Kobe Lopez; District 2 Community Relations Coordinator Anthony Montes; District 8 Chief of Staff Teddy Adera; Parks, Recreation, and Neighborhood Services Recreation Superintendent Lauren Box and Israel Canjura; Library Foundation Executive Director Dr. Dawn Coppin

I. Call to Order & Orders of the Day

The Library and Education Commission convened at 6:39 P.M. via hybrid meeting. A quorum was achieved with 8 Commissioners present, and 6 Commissioners absent.

The Youth Commission convened at 6:39 P.M. via hybrid meeting. A quorum was achieved with 8 Commissioners present, and 3 Commissioners absent.

II. Ceremonial

- a. Presentation of commendations recognizing the award recipients of the San José Public Library Educator of the Year Award. (J. Bourne, Councilmember Kamei, Councilmember Campos)

III. Consent Calendar

ACTION: Library & Education Commission: On the motion of Commissioner Rooney; seconded by Commissioner Abastida, the Library and Education Commission voted to approved of the consent calendar. (8 yes, 0 no, 6 absent)

ACTION: Youth Commission: On the motion of Commissioner Park; seconded by Babu, the Youth Commission voted to approved of the consent calendar. (8 yes, 0 no, 3 absent)

IV. Open Forum: No individuals addressed the Commission.

V. Discussion/Action Items

A. Facilities and Customer Experience Plan (M. Sullivan)

Director, Margaret Sullivan, presented the project overview for the Library's Facilities and Customer Experience Plan. Ms. Sullivan covered the methodology, results of community engagement, and recommendations.

Commissioner engaged in discussion.

Public Record for Item V.A.

Received and filed Public Record ([Letters from the Public](#))

ACTION: Library & Education Commission: On the motion of Commission Abastida, seconded by Commissioner Mendoza, the Library and Education Commission voted to accept the Facilities and Customer Experience Plan update. (8 yes, 0 no, 0 abstentions, 6 absent)

ACTION: Youth Commission: On the motion of Commission Park; seconded by Commissioner Deshmukh. The Youth Commission voted to accept the Facilities and Customer Experience Plan update. (8 yes, 0 no, 0 abstentions, 3 absent)

B. Education Strategy Annual Report (V. Kilambi)

The Commissions received a report on Education Strategy Annual Report from Division Manager, Vidya Kilambi, and Library Staff. They discussed the Library's comprehensive educational development areas.

- a. **Early Education** – Entering school ready to learn and succeed.
- b. **Expanded Learning** – Expanding education beyond the school day.

- c. **College and Career** – Providing meaningful supports and opportunities on pathways to self-sufficiency.
- d. **Digital Literacy** – Ensuring access, affordability, and adoption.
- e. **Adult Literacy & ESL** – Developing and strengthening reading, writing, and English skills for adults to reach personal and professional goals.

Commissioners engaged in discussion.

ACTION: Library & Education Commission: On the motion of Commission Banks; seconded by Commissioner Westphal, the Library and Education Commission voted to accept the Education Strategy Annual Report. (8 yes, 0 no, 0 abstentions, 6 absent)

ACTION: Youth Commission: On the motion of Commission Babu; seconded by Commissioner Yu. The Youth Commission voted to accept the Education Strategy Annual Report. (10 yes, 0 no, 0 abstentions, 3 absent)

VI. Council Liaison's Announcements

Any announcements to be shared on behalf of the Council liaison representatives.

A. Office of Councilmember Rosemary Kamei

Councilmember Rosemary Kamei provided an update from her office.

- Cross with the Councilmember: In collaboration with the Police Department, Councilmember Kamei, and schools during their walk- to-school event on October 9th. The event encourages safety while walking to school.
- Banned Books and Brews: Councilmember attended this event during banned book week, which was hosted by Clandestine Brewery in partnership with the Library.
- Mary Jane Hammon Park: Councilmember had a ribbon cutting at the park with students from Monroe Middle School in attendance.
- Climate Smart Youth Video Competition: There will be a screening of video submissions and awards ceremony in January 2026 at Council Chambers. Deadline to submit videos is October 31, 2025.
- On October 28, 2025, Council Agenda, the Council will be reviewing a memo to limit the use of City properties and facilities with recent concerns on immigration.

B. Office of Councilmember Pamela Campos

District 2 Councilmember Campos provided an update from her office.

- McKinney Vento: In September, Councilmember Campos's Office authored a memo to include McKinney Vento data among the relevant metrics to reduce homelessness. McKinney Vento data is a way to understand how many students are experiencing homelessness in the community.

- Underutilized Private Lots: Council passed a memo for private lots that are underutilized to be used by small businesses.
- General Plan Review: Currently the focus is on the housing work. The task force will be meeting every month until June 2026.

VII. Library Director's Announcements

Any announcements to be shared by the San José Public Library Director, Jill Bourne.

- Halloween Parade – King Library will host its annual Halloween Parade on October 29, 2025 from 4 to 5:30 pm.
- Ballot Drop Boxes and voting centers – There are Ballot Drop Boxes at 21 locations through Tuesday, November 4th. Voting centers are available at eight SJPL locations through Monday, November 3rd and four additional branches will operate as voting centers starting Saturday, Nov. 1 through Monday, Nov. 3. More information, visit sjpl.org/voting.
- SJPLF Signature Author Event – San José Public Library Foundation proudly presents its Signature Author Event featuring Vicky Nguyen, NBC News Daily Anchor and Chief Consumer Investigative Correspondent. She will be joined by moderator Betty Duong, Santa Clara County Board Supervisor on Saturday, November 15, 2025 from 1-3pm at Blanco in San Pedro Square. For more information, visit sjplf.org.

VIII. Adjournment: Conclusion of the meeting as announced.

- A. Youth Commission Chair Kucharewski adjourned at 8:42 pm.
- B. Library and Education Commission Chair Ramos adjourned at 8:43 pm

ANGELICA RAMOS, Chair
San José Public Library
and Education Commission

MARIAN KUCHAREWSKI, Chair
San José Public Youth Commission

ATTEST:

LIBRARY AND EDUCATION COMMISSION SECRETARY

CASSIE HUNTER

ATTEST:

YOUTH COMMISSION SECRETARY

DZIEM NGUYEN

DRAFT