

LIBRARY AND EDUCATION COMMISSION

January 21, 2026
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
11/19/2025**

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

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IV. DISCUSSION/ACTION ITEMS

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



2025-2026 UPDATE

JANUARY 21, 2026
LIBRARY AND EDUCATION COMMISSION

WHAT WE'VE BEEN DOING





COMMISSIONER KUCHAREWSKI

Citywide, Chair



COMMISSIONER PARK

District 10



COMMISSIONER YU

District 9



COMMISSIONER CHUNG

District 8



COMMISSIONER HUYNH

District 7, Outreach



COMMISSIONER CANFIELD

District 6



COMMISSIONER DESHMUKH

District 1, Communications



COMMISSIONER PRADEEPKUMAR

District 2, Vice Chair



COMMISSIONER SANCHEZ

District 3



COMMISSIONER BABU CHAKRAVARTHI

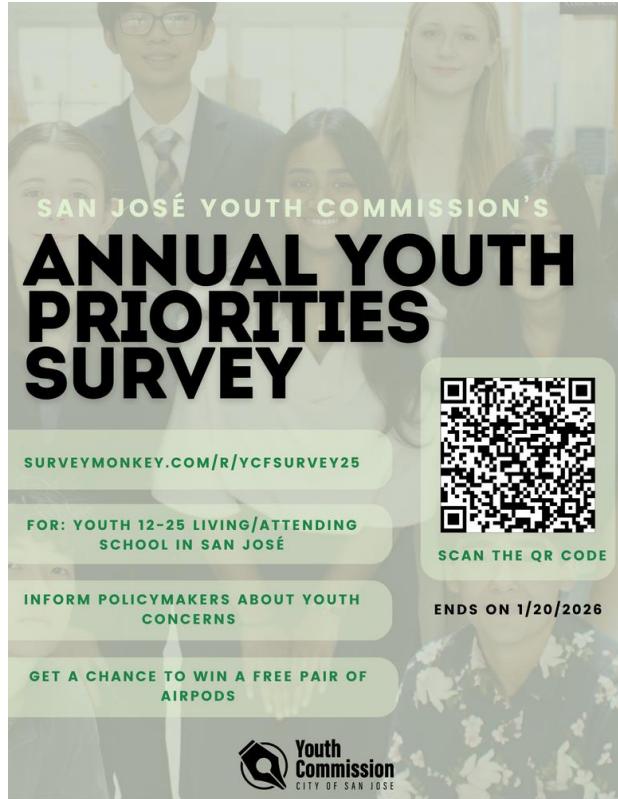
District 4



COMMISSIONER GUERRERO FERNANDEZ

District 5





San Jose Youth Commission's Annual Youth Priorities Survey

- For: Youth 12-25 living/attending school in San Jose
- Received 235 responses
- Inform policymakers about youth concerns
- Get a chance to win a free pair of AirPods



BUDGET SUMMIT AGENDA



1:30 - 1:40 PM	Welcome & Introduction from Youth Commissioners
1:40 - 2:00 PM	Presentation of Youth Priority Survey Results
2:00 - 2:15 PM	Refreshment Break & Gather in Priority Breakout Groups
2:15 - 4:00 PM	Priority Group Breakout Session
4:00 - 4:30 PM	Priority Group Peer Presentations
4:30 - 5:00 PM	Community Conversation with Councilmember
5:00 - 5:30 PM	Vote & Evaluation

D6 YOUTH ADVISORY COUNCIL BUS STOP MAINTANENCE TRACKER PROJECT

- D6 Youth Advisory Council visited VTA stops in District 6 to record bus stop conditions
- Youth Advisory Council members took photos of specific bus stops in need of attention



D1 YAC DAFFODIL PLANTING DAY

Daffodil Day!

-Come deck the park with bulbs-

Happy New Year!

Come brighten up our community with fresh flowers following the new year with our San Jose District 1 Youth Advisory Council!

Poppy seeds, daffodil bulbs, supplies, light snacks, and juice will be provided. Remember to dress for the weather :)

Murdock Park (Tennis Courts)
1188 Wunderlich Dr, San Jose, CA 95129
January 3rd, 2026
10:00 am - 12:00 pm

Youth Commission
CITY OF SAN JOSE
DISTRICT 1





WEBSITE

www.sjpl.org/YouthCommission

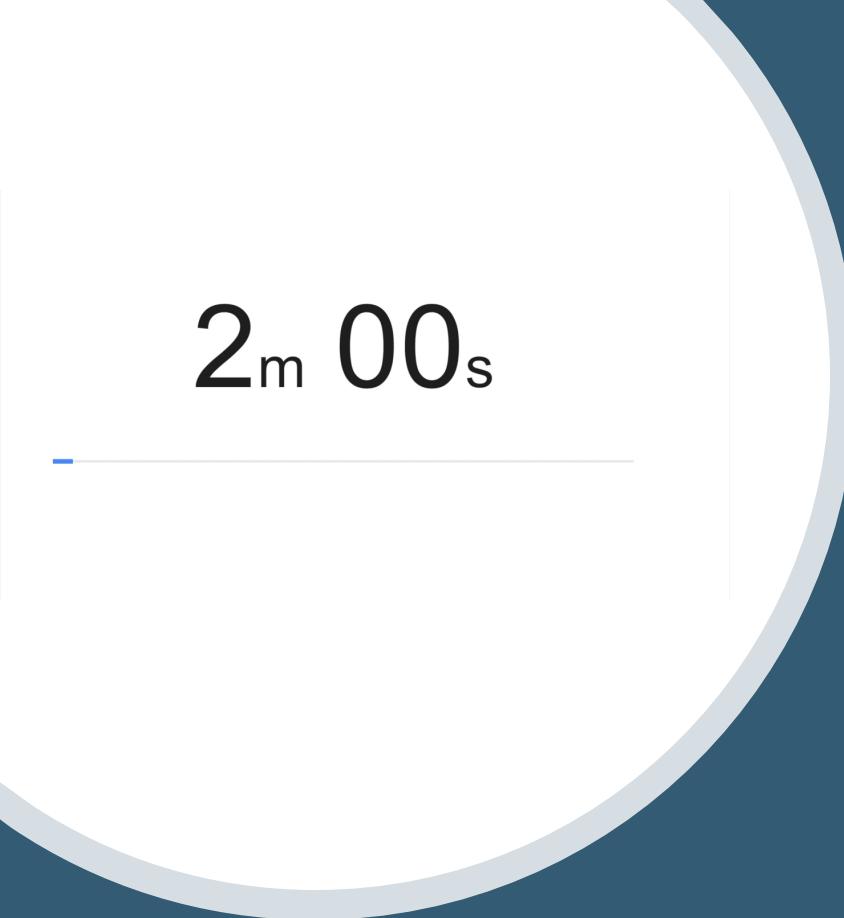
EMAIL ADDRESS

youthcommission@sanjoseca.gov

Thank you!



**Youth
Commission**
CITY OF SAN JOSÉ



2m 00s

Agenda Item

Code of Conduct

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B) LIBRARY COLLECTIONS (S. FUNG)

COLLECTIONS AND TECHNICAL SERVICES

WE MAKE SURE BOOKS GET TO THE SHELVES!



Technical Services Staff



Black History Month Display at Berryessa Branch

24-25 YEAR IN REVIEW | COLLECTIONS & CIRCULATION

7,718,672 Checkouts *Down 4% (~250,000) from 2023-2024, but second highest year since 18-19*



Physical and digital books, audiobooks, music, & movies, plus devices, kits, parks passes, and more!



17 actively selected languages



Accessible formats include large print, braille, audiobooks

358,277 eResources Sessions



Interactive learning to support ELL, citizenship, digital literacy, and academics

COLLECTION MANAGEMENT

- Making Materials Available
- Collection Performance
- Using Software and Data to Maximize Use
- Monitoring Demand
- Community Feedback

COLLECTION PERFORMANCE (POINT IN TIME)



Avg. Order Fulfillment:

- Pre-processed: 55 days
- Unprocessed: 10 days



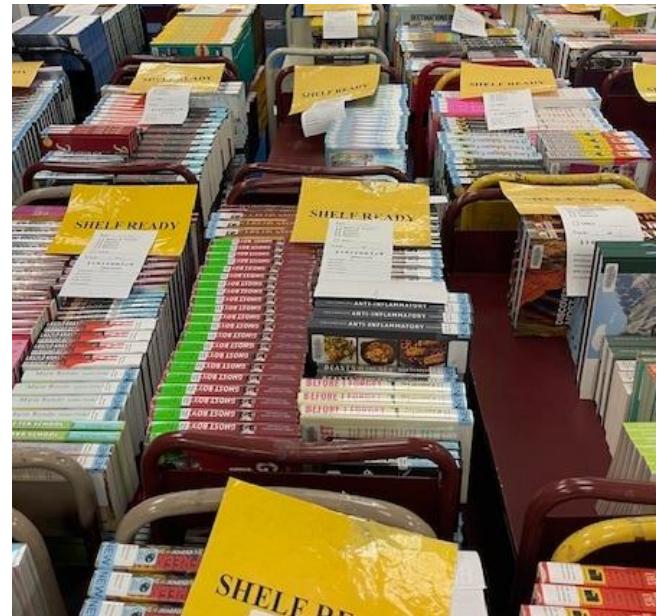
Outliers:

- Chinese lang. books: 79 days
- Ingram Express: 3 days



Avg. Time to Shelf:

- Pre-processed: 2 days
- Unprocessed: 14 days

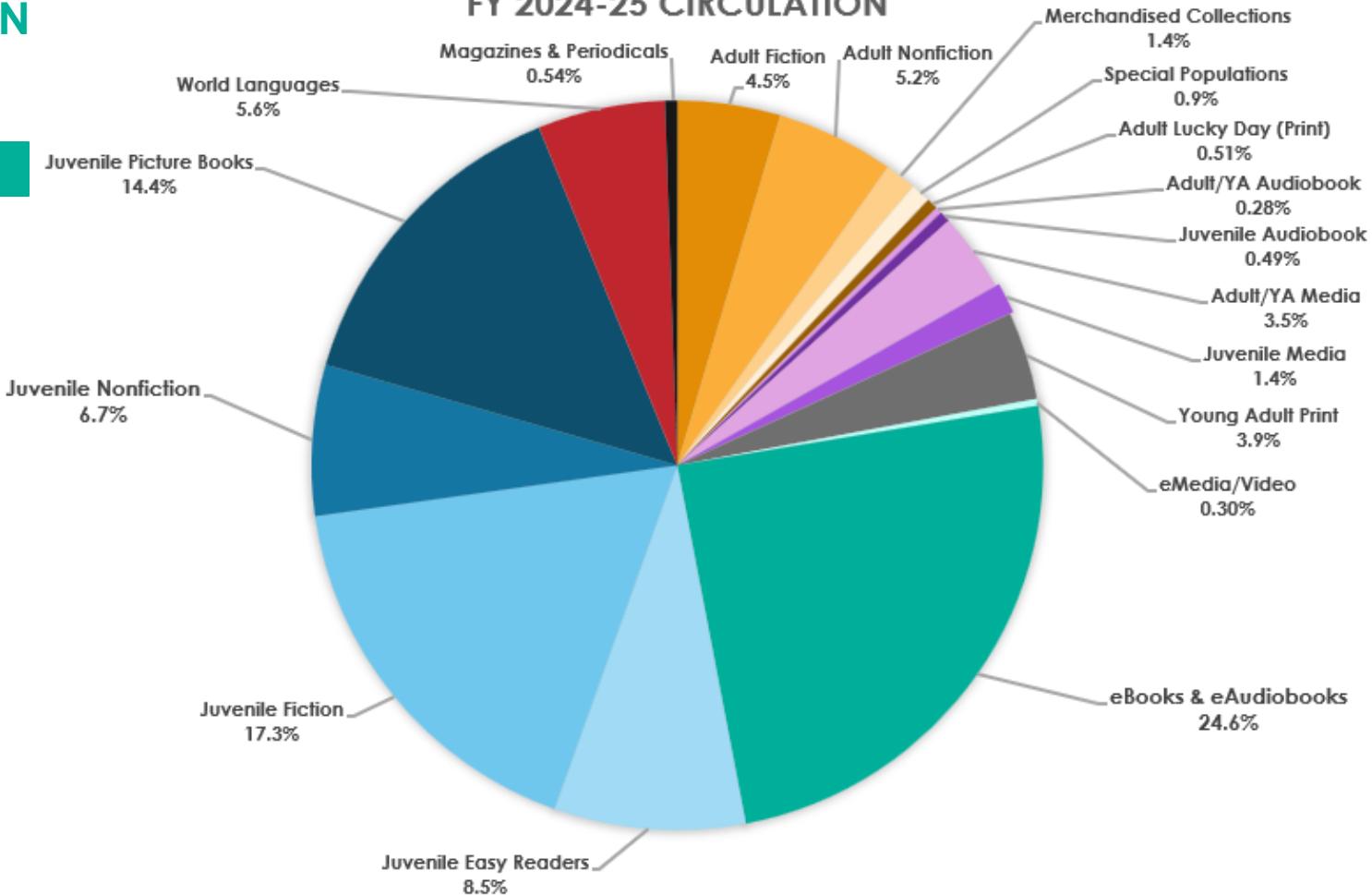


CIRCULATION

HIGHLIGHTS

- Children's Graphic Novels
- Adult Nonfiction
- Read Alongs
- Picture Books

FY 2024-25 CIRCULATION



TRANSFERS USING COLLECTIONHQ



COLLECTION PERFORMANCE

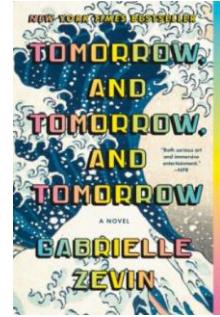
Holds Ratios for all items (Holds: # of Copies)

Industry Standard: 3:1

Current Standard: 5:1

Example: Tomorrow, and Tomorrow, and Tomorrow

15 holds: 5 copies > 3:1



**# of
eMaterials over
5:1 holds ratio
230**

136 items = 5:1 – 7:1

62 items = 7:1 – 9:1

32 items = 10:1 +

**# of Physical items
over 5:1 holds ratio
29**

15 items = 5:1 – 7:1

11 items = 7:1 – 9:1

3 items = 10:1 +

IMPACT ON THE COMMUNITY

2025 Customer Satisfaction Survey: Services Used



Key Themes Within Materials Feedback

1. Availability & Wait Times

- Long waits for popular ebooks/audiobooks
- Insufficient copies of high-demand or new titles
- Frustration with digital holds limits

2. Collection Gaps | Requests for:

- Children's classics & early readers
- Teen and middle-grade depth
- Adult nonfiction, classics, and niche subjects (STEM, religion, memoirs)
- Multilingual & Spanish-language materials

3. Digital vs. Physical Balance

- Strong appreciation for digital access with desires for:
 - More digital copies
 - Faster addition of new releases
 - Better parity between physical and digital collections

4. System & Access Tools

- Praise for LINK+ and inter-branch transfers
- Concerns when series are incomplete across branches

BUDGET MANAGEMENT

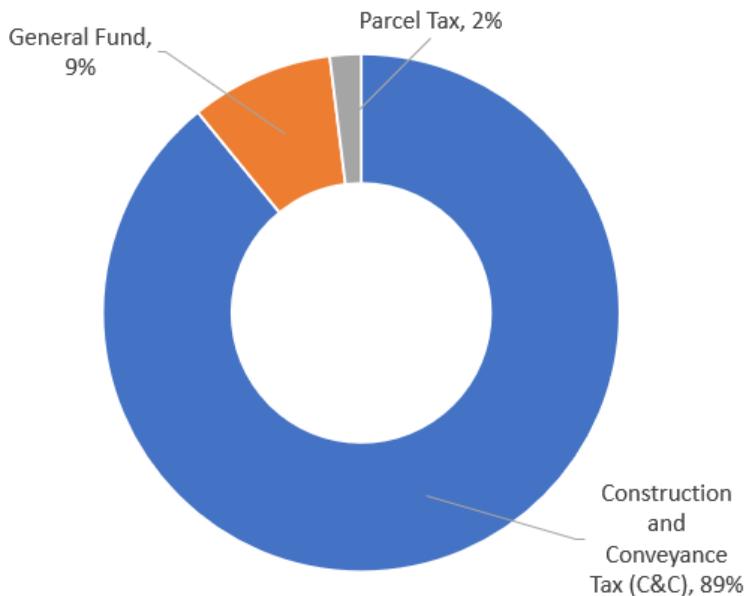
- Budget Reductions
- Collection Adjustments
- Cost Increases
- Licensing Limitations
- Vendor Impacts

ACQUISITIONS BUDGET - OVERVIEW

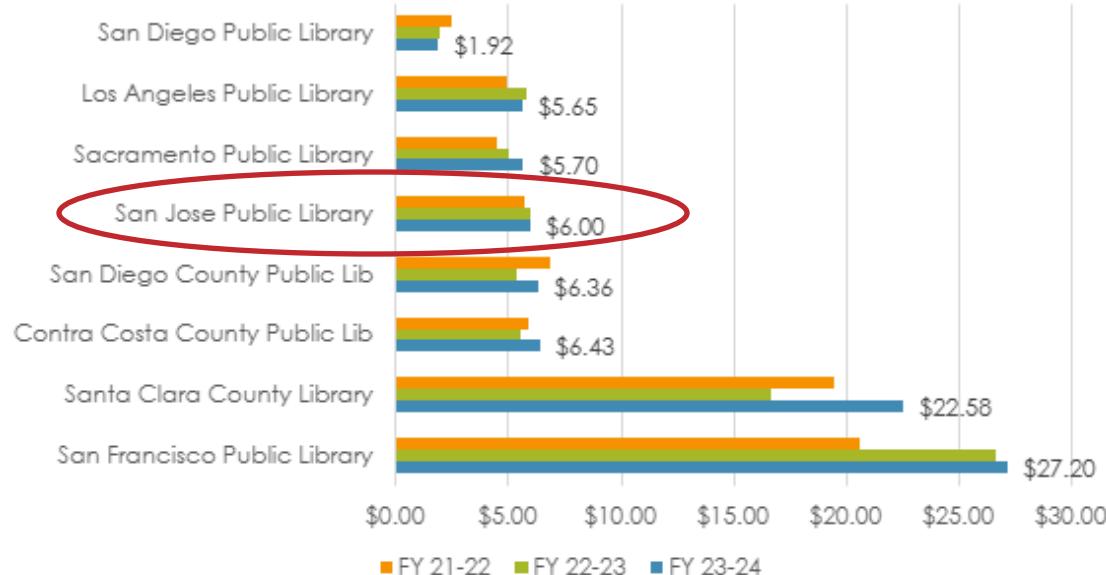
Total Acquisitions Budget

\$4,600,000

Allocation of Funds

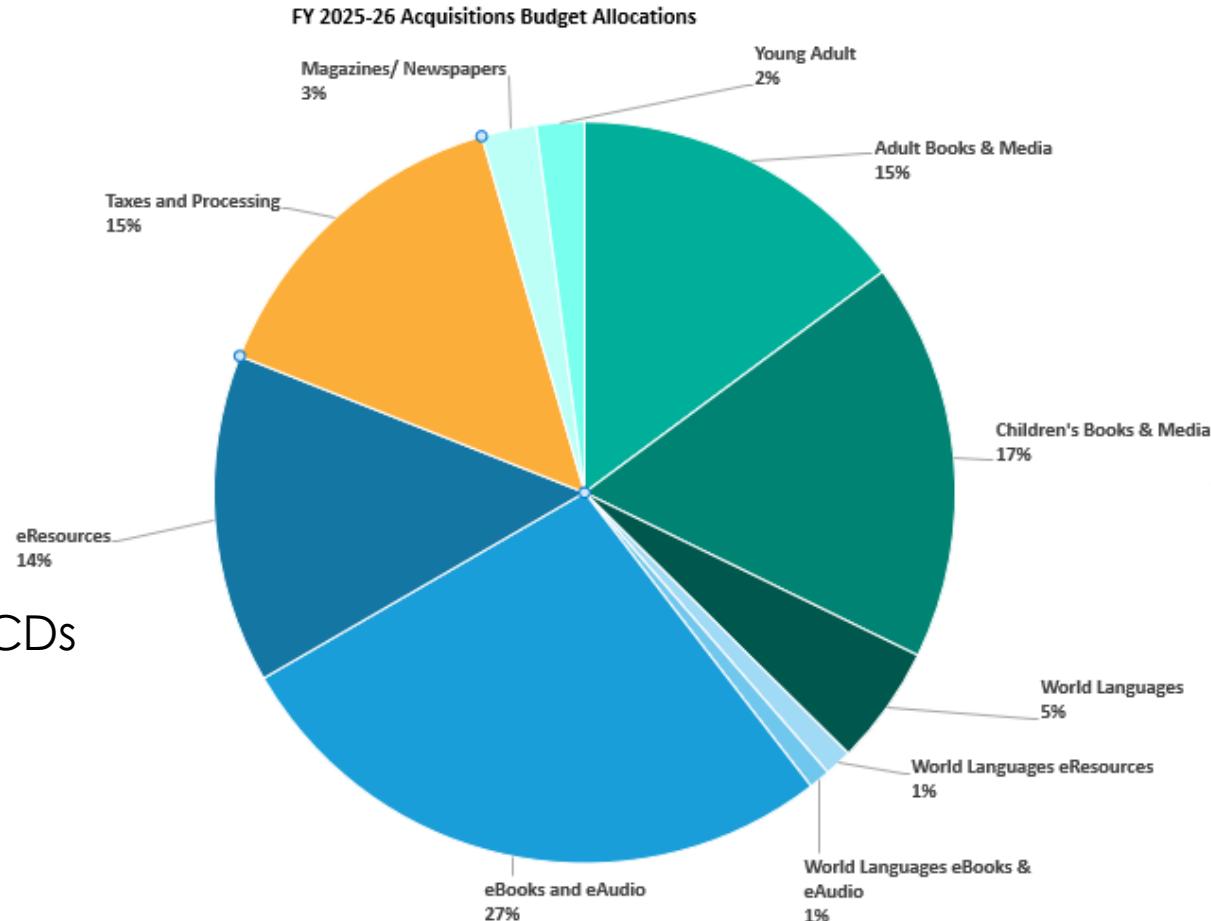


Collection Expenditures Per Capita



ACQUISITIONS BUDGET - ALLOCATIONS

- eResources reduced by 32%
- eBooks and eAudio reduced by 16%
- Adult Audio Books on CD reduced by 85%
- Physical DVDs and Music CDs reduced by 38%



HIGH DEMAND AND RISING COSTS FOR DIGITAL MATERIALS

	% of Collection	Avg. Cost Per Item	Lifespan	Cost of Ownership (Non-Personal)
Physical	76.4%	Avg: \$21.18 Range: \$4.44 - \$60.00	5-6 Years	\$21.18
Digital	23.6%	Avg: \$40.32 Range: \$9.98 - \$76.67	1-2 Years	\$201.60 Avg Price x Annual relicense for 5 years
		Increase per item	in Items Purchased	
Physical	44%	+ \$5	-12,000	
Digital	41%	+ \$7	-5,000	
Taxes & Processing	15%	+ \$1.4		

Percentage Per Item Cost Increase



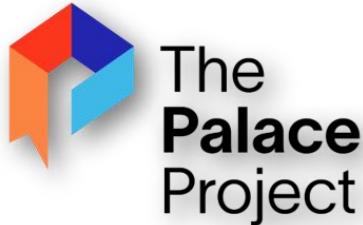
20% Total over 5 years

55% Adult Fiction eBook

46% Children's eAudio



AVAILABILITY OF DIGITAL CONTENT



Partnership with Palace Project to gain access to titles previously exclusive to Amazon & Audible

Amazon Palace Exclusives



More...

Audible Exclusives



More...

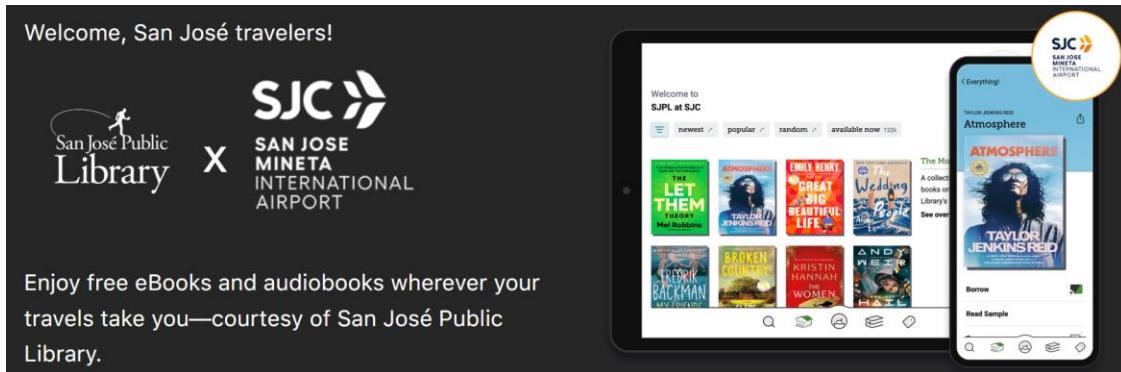


NATIONWIDE CHALLENGES

Problem	Impact on Library	Solution
Defunding of Institute of Museum and Library Services	California State Library budget reduction	Use acquisitions budget to purchase high-demand resources (New York Times)
Tariffs	Additional costs leading to less funds for new materials	Promote existing collections to make reduction of new materials less noticeable
Suspension of postal service from India to United States	No access to new Indian language physical materials	Postal service reinstated after two months
Rising demand and cost of eMaterials	Customers wait longer for materials	Reduced budget requires reallocation of resources
Library's primary book vendor ceasing operations	Delays in receiving materials and repetition of work	Cooperative agreement with new primary vendor; in house processing of materials to move items to shelves faster

BAKER & TAYLOR CEASING OPERATIONS

- Moving quickly to onboard new vendors
- Strategic use of processed vs. unprocessed ordering to reduce delays for popular materials
- New Airport Library service



IN THE NEXT YEAR

ONGOING EFFORTS

- Processing fees vs. staff time
- Transition to digital materials (language & media)
- Grow eResources collection to support career pathways
- Evaluating new vendors and continuing to test ways to get materials quickly
- Rebuilding Collection Development workflows



INSPIRED BY PURPOSE



Literacy and Learning



Collections & policies that reflect our local community



Merchandising and Displays



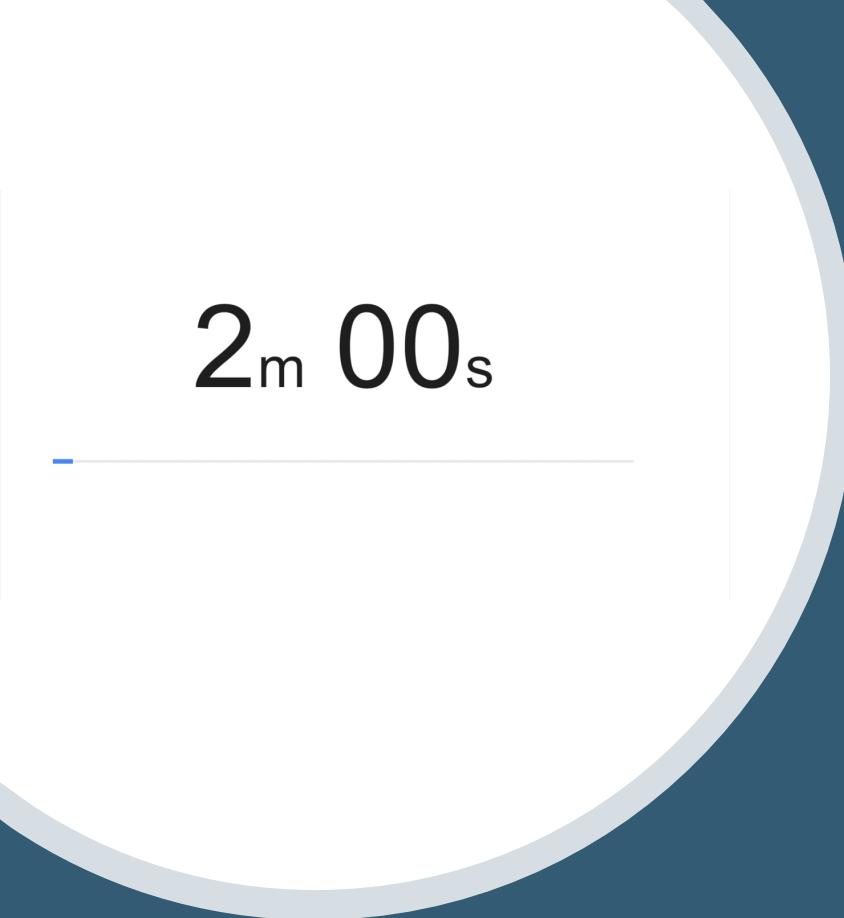
Staff Picks



ILS Migration

QUESTIONS? THANK YOU!

Sharon Fung
sharon.fung@sjlibrary.org
408-808-2468



2m 00s

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C) LIBRARY BUDGET REVIEW (F. CABANA)

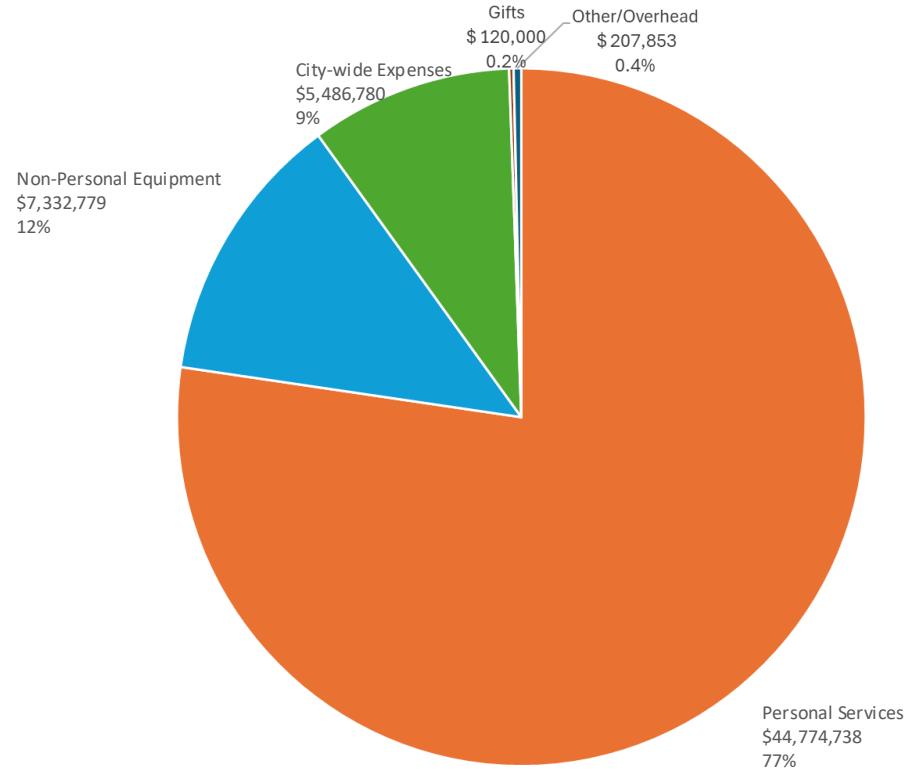
LIBRARY BUDGET UPDATE

Library and Education Commission
January 21, 2026

FY 2025-2026 LIBRARY BUDGET OVERVIEW

Operating Budget	Capital Budget
\$70.8 million <ul style="list-style-type: none">General Fund - \$57.6 MillionLibrary Parcel Tax - \$11.9 MillionCapital Funds - \$1.1 MillionGift Trust Fund - \$120,000	\$23.7 Million <ul style="list-style-type: none">Branch Libraries Bond Projects Fund - \$4.8MillionConstruction and Conveyance Tax - \$17.5MillionBuilding Forward Infrastructure State Grant - \$4.2Million <p>2026 – 2030 Capital Improvement Program - \$56.5 Million</p>
<ul style="list-style-type: none">Personnel (salaries): 398.02 FTE = approx. 637 positions (80% of budget)Core Services Support – Access, Education, Strategic Support	<ul style="list-style-type: none">Branch Library Bond ProjectsFacilities Improvements & EquipmentAcquisition of Materials

LIBRARY'S GENERAL FUND - \$57.6 MILLION



FY2025-2026 GENERAL FUND COST CONTROL MEASURES

Additional Budget Reductions in the Current Year

0.5% reduction to Personal Services; 1.0% reduction to Non-Personal/Equipment

Citywide Hiring Freeze

Hiring Freeze in effect since December 22, 2025.

Overtime

*Should be limited to absolutely unavoidable purposes.
Director approval required.*

Travel Requiring Overnight Stay and/or Airfare

Should be avoided unless there is a prior commitment.

Consultant Expenditures

Closely monitored and reviewed for cost-saving opportunities.

Marketing and Sponsorship Expenditures

*Marketing expenditures should generally be limited.
Sponsorships should be avoided, unless prior approval.*

FY 2026-27 BUDGET DEVELOPMENT

Library Department General
Fund Reduction Target is:

13% = \$5.46 million

PRIOR YEAR KEY BUDGET ACTIONS

FY 2024-25 Adopted Budget

- **Integrated Library System (ILS)** position & \$300,000 one-time funding for a new system
- Reallocation of \$257,000 for **Early Education staffing** support (continue previously grant-funded positions as City-funded)
- Elimination of **Partners in Reading** Program - savings of \$459,951
- Elimination of **Maker[Space]Ship** program – savings of \$185,172
- **Fines-Free** for all (one-time basis) - net cost of \$47,000

PRIOR YEAR KEY BUDGET ACTIONS

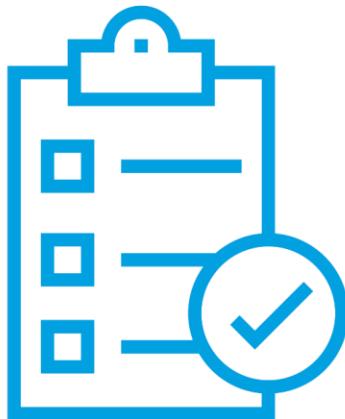
FY 2025-26 Adopted Budget – Year One

- Decrease to **SJSU/CSJ Operating Agreement** for Dr. MLK Jr. Library by \$500,000 - no service impact
- Decrease to **Library Security Contractual Services** by \$90,000 – no service impact
- Reallocation of position funding for **College and Career Pathways** to San Jose Public Library Foundation - for two fiscal years - savings of \$438,771
- \$500,000 one-time (\$250,000 ongoing) General Fund increase for **Materials Acquisitions**

ANNUAL BUDGET PROCESS



NEXT STEPS



- Complete Staff Engagement and Review Department Proposals
 - Including Library and Education Commission feedback
 - Align feedback with Budget Direction and Department Priorities
- Submit Library Budget Proposals to City Manager's Budget Office
- Budget Ad-Hoc Sub-Committee to finalize Commission Budget Position Letter

LIBRARY AND EDUCATION COMMISSION

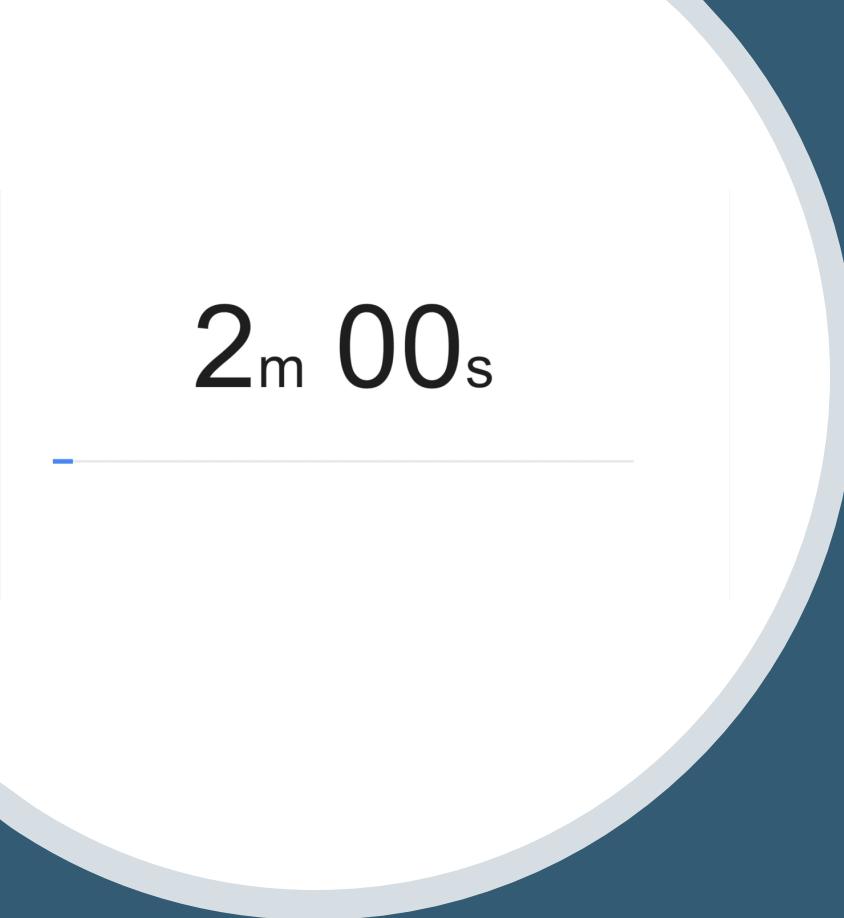
Upcoming Presentations and Commission Engagement Opportunities:

- **February 18:** Adopt Annual Commission Position Message to Council (Action Item)
- **April 15:** Budget Update



QUESTIONS?





2m 00s

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V. COUNCIL LIAISON'S ANNOUNCEMENTS

VI. CHAIR'S ANNOUNCEMENTS

VII. LIBRARY DIRECTOR'S ANNOUNCEMENTS (J. BOURNE)

VIII. COMMENTS AND ANNOUNCEMENTS

IX. INFORMATION AND UPCOMING OPPORTUNITIES FOR COMMISSION PARTICIPATION

X. ITEM FOR FUTURE COMMISSION MEETING AGENDAS

XI. MEETING SCHEDULE

THE NEXT MEETING WILL BE MONDAY,
OCTOBER 27, 2025, AT DR. MARTIN LUTHER
KING JR. LIBRARY BRANCH

XII. ADJOURNMENT