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MEETING MINUTES

October 18<sup>th</sup>, 2023

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

**Roll Call**

**PRESENT:** Chair Jose Magaña, Commissioners Coco-Nicole Banks, Wendi Mahaney-Gurahoo, Patricia Gardner, Ken Kelly, Patricia Mendoza, Elena Jolly, Kristen Brown, Melanie Sellar, Anarita Reyes and Janice Allen (virtually)

**ABSENT:** Vice Chair Angelica Ramos, Commissioner, Deniz Westphal

**STAFF:** Deputy Library Director of Operations Jenny Choi; Library Foundation Executive Director Dr. Dawn Coppin; Division Managers Michelle Amores, Vidya Kilambi and Ann Grabowski; Public Information Manager Elizabeth Castañeda; Administrative Officer Andrea Maestre; Program Manager Robert Rodrock; Senior Librarian Lizzie Nolan; Librarian Megan Maloy; Community Programs Admins. Karla Alvarez, Araceli Delgado-Ortiz, Samantha Cramer, Amanda Otte; Administrative Analyst Cassie Hunter; Senior Office Specialist Ronnie Kammerdiener-Clapp

**Others:** City of San José District 3 Youth Commission Chair Deitra Hoang; City of San José District 10 Youth Commission Vice Chair Nolan Mascarenhas

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

The Library and Education Commission convened at 7:07 P.M. via Zoom webinar. A quorum was achieved with 10 Commissioners present in-person and 1 present virtually.

**II. Consent Calendar**

A. Approve the October 18, 2023, Agenda.

B. Approve the Minutes for the Regular Meeting of September 20, 2023.

On the motion of Commissioner Mahaney-Gurahoo, seconded by Commissioner Brown, Commissioners voted unanimously to approve the October 18, 2023, Agenda and September 20, 2023, 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 Announcements (D. Hoang/N. Mascarenhas)  
The Commission received announcements and updates from the City of San José Youth Commission Chair and Vice Chair.

- B. **INFORMATION: Staff Spotlight: Edenvale Library (J. Bowlby)**  
The Commission received a report on the Edenvale Library Branch.
- C. **INFORMATION: Review of Bond and Audit Questions (A. Maestre)**  
The Commission engaged in a verbal discussion to gather questions for the Oversight Committee meetings.
- D. **INFORMATION: Security (A. Tran)**  
The Commission received a report on Library Security.
- E. **INFORMATION: Education & Digital Literacy Annual Update (V. Kilambi)**  
The Commission received an informational update on the Library's work for education and digital literacy over the past year.

**VI. Council Liaison's Announcements**

Due to technical issues, there was no correspondence from the Council Liaison.

**VII. Chair's Announcements**

There was no report from the Commission's Chair.

**VIII. Library Director's Announcements**

San José Public Library Director Jill Bourne was absent, so Deputy Director of Operations, Jenny Choi, made announcements on her behalf. Jenny shared that National Friends of the Library Week Oct. 15-21. Friends of the Library groups are non-profits that fundraise to help support libraries by organizing book sales, hosting community programs, sponsoring events, advocating for the library, and more. If you're interested in becoming a Friend, please visit [sjpl.org/friends](http://sjpl.org/friends). This year, our annual Halloween Parade at the Dr. Martin Luther King, Jr. Library will take place on Friday, Oct. 27 starting at 4 p.m. For more information and a complete list of Halloween events, visit [sjpl.org/Halloween](http://sjpl.org/Halloween).

**IX. Comments and Announcements:**

- A. **Friend's Groups Comments, Announcements and Updates:** Commissioner Kelly shared that this is National Friends of the Library Week. Book sales are in full swing at all library branches with a Friend's Group. Commissioner Kelly will be helping at Village Square, Evergreen, and Vineland's book sales later this month. Check the SJPL website for more information. The Bascom Friend's meeting will be on Saturday, November 4, 2023. The next All Friend's meeting will be taking place on Saturday, November 18, 2023, at Evergreen Library.
- B. **Meetings Attended by Commissioners as Commissioners:** Commissioner Kelley attended an informal meeting with new Commissioners Gardner and Banks on October 11<sup>th</sup>. He also met with Councilmember Kamei to discuss the appointment of a Commissioner for Council District 1. On October 14<sup>th</sup>, Commissioner Kelly attended the Friend's of the Bascom Library meeting.

C. San José Public Library Foundation (SJPLF) Board: There was no report from SJPLF.

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

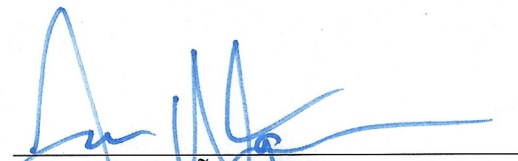
See SJPL Program Calendar at <https://www.sjpl.org/>

**XI. Items for Future Commission Meeting Agendas:** Commissioners would like an update from Foundation.

**XII. Meeting Schedule and Agenda Items**

The next regular meeting will be held on **November 15<sup>th</sup>, 2023, at Dr. Martin Luther King Jr. Library, 3<sup>rd</sup> Floor.**

**XIII. Adjournment:** The meeting was adjourned at 9:02 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