

LIBRARY AND EDUCATION COMMISSION

June 12, 2024
7:00 PM to 9:00 PM

I. CALL TO ORDER & ORDERS OF THE DAY

II. CONSENT CALENDAR

A. APPROVE THE 05/15/2024 & 06/12/2024 AGENDAS

**B. APPROVE MINUTES FOR REGULAR MEETINGS OF
04/17/2024 & 05/15/2024**

III. PUBLIC RECORD

IV. OPEN FORUM

(2 MINUTES OF SPEAKING TIME IS AVAILABLE)

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V. DISCUSSION/ACTION ITEMS

**A) INFORMATION: BRANCH SPOTLIGHT:
BASCOM LIBRARY (N. DONNELL)**



BASCOM BRANCH

BASCOM 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	1 PM – 6 PM
Saturday	10 AM – 6 PM
Sunday	12 PM – 5 PM



52 Service Hours

LEC Commissioner

Patricia Gardner

Council District
6

Councilmember
Dev Davis

LIBRARY FEATURES

Public Computers: 29

Group Study Rooms: 2

Quiet Study Rooms: 1

Community Room Capacity: 60

Family Learning Center: 1



15 Staff Members
(8.25TE)

ABOUT THE COMMUNITY

Race/ Ethnicity

White 47%
Asian 18%
Two or more 17%
Some other race alone 11%
Black 5%

Median Household Income

\$116,121

Population	41,423
Children under 5	5%
Children 5 to 14	10.75%
Teens 15 to 17	3.39%
Adults 18 to 24	6.76%
Adults 25 to 54	48.14%
Adults 55 and over	12.71%

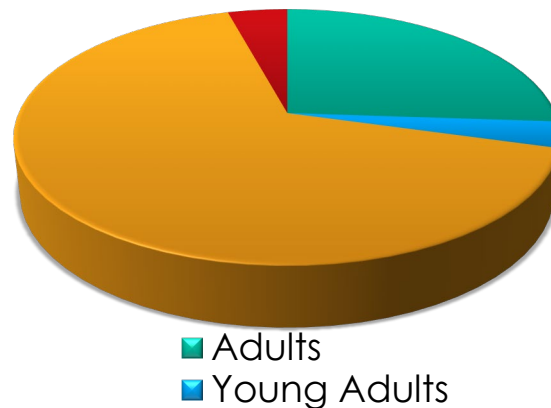
*Census 2020 Branch Service Areas

FY 2022/23 USAGE STATISTICS

Gate Count
65,082

Circulation
164,518

Total Programs	326
Total Program Attendance	4,127



Top 3 languages other than English circulation: Chinese, Vietnamese, Spanish

*PowerBI

FY 2022/23 COMPUTER USAGE

Computer Bookings at Bascom Branch

7,000



ABOUT THE COMMUNITY

Language Spoken at Home %	
English Only	53%
Spanish	23%
Mandarin and Cantonese	5%
Other Indo-European	5%
Other Asian	4%

Service Area Schools	
Elementary Schools	3
Middle Schools	1
High Schools	1
Post Secondary	1

*Census 2020 Branch Service Areas

PROGRAMS AND SERVICES

Digital Literacy

- Digital Literacy Workshop presented in Spanish
- Introduction to Python for Kids
- Introduction to JAVA programming for Kids
- Technology Assistance

Early Education

- Storytime
- Read to Succeed Storytime with SJPD
- Sherman Oaks Bridge Library Storytime

Expanded Learning

- Science Academy Presents
- Exploration of our Solar System for Children
- Easy Origami
- Finance Workshop



PROGRAMS AND SERVICES

Cultural Enrichment

- Chess Club for Kids
- Virtual Short Story Club

College and Career Readiness

- Resume and Cover Letter Help: One-on-One
- Professional Headshots in the Library

Adult Services

- ELL Conversation Club
- Men's Support Group
- Virtual Silicon Valley Toastmasters
- English for Small Business Owners



PARTNERSHIPS

CACE Campbell Adult Community Education

Sourcewise – HICAP Health Insurance Counseling & Advocacy Program

Santa Clara County Behavioral Health Department - general information and resources about mental health

Catholic Charities – Family Asset Development Program

VOLUNTEERS AND FRIENDS OF THE LIBRARY

Volunteer Led Programs

- ELL Conversation Club
- Exploration of our Solar System for Children
- Science Academy
- Tech help w/ Nik

Friends of the Bascom Library

\$1400+ raised February and May book sales

Volunteers	
Number of Volunteers	29
Total Volunteer Hours	513





QUESTIONS? THANK YOU!

Nancy Donnell
Nancy.Donnell@sjlibrary.org
408-808-3077
1000 S. Bascom Ave.

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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) ACTION: ADOPTION OF THE FISCAL
YEAR 2024-2025 WORK PLAN
(J. MAGAÑA)**

LIBRARY AND EDUCATION COMMISSION 2024-2025 WORK PLAN

July 2024	August 21, 2024 @ MLK, SJPL 3rd Floor	September 18, 2024 @ Biblioteca Latinoamericana	October 16, 2024 @ MLK, SJPL 3rd Floor	November 20, 2024 @ West Valley	December 2024
NO MEETING	Youth Commission Update	Budget Overview	Youth Commission Update	Annual Measure S: Parcel Tax Oversight Review (Public Hearing)	NO MEETING
	Public Services Overview	Identify Ad-Hoc Committee to Review Bond and Audit	Security Update	Annual Library Bond Oversight Review (Public Hearing)	
		Capital Program Update	Education & Digital Literacy Annual Update	Commission Budget Activities Sub-Committee Appointment to Prepare Annual Budget Position Message to Council	
		Branch Spotlight: Biblioteca Latinoamericana (tour of proposed changes/ construction)		Branch Spotlight: West Valley	
January 15, 2025 @ MLK, SJPL 3rd Floor	February 19, 2025 @ Educational Park	March 19, 2025 @ MLK, SJPL 3rd Floor	April 16, 2025 @ Evergreen	May 21, 2025 @ MLK, SJPL 3rd Floor	June 18, 2025 @ Cambrian
Youth Commission Update	Adopt Annual Commission Budget Position Message to Council (Sub-Committee)	Youth Commission Update	SJPLF Update (Exec. Director and Commissioner)	Youth Commission Update	Adoption of Fiscal Year 25-26 Work Plan
Library Budget Review	Equity and Inclusion Services Report	Library Collections	Budget Update	Submission of Topics for Fiscal Year 25-26 Work Plan	Election of Fiscal Year 25-26 Officers
Customer Service Enhancements and Innovations	Volunteer Services Update	Friend's of the Library Update	Summer Programming/ Learning Update	Adult Literacy Programming (PAR, FLCs)	Children & Youth Master Plan Demonstration Site Update
College and Career Pathways Project	Branch Spotlight: Educational Park		Digital Empowerment and Public Technology Status Report	Library Bond Review	Branch Spotlight: Cambrian
			Branch Spotlight: Evergreen		

Bold: Written Report



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**C) ACTION: ELECTION OF FISCAL YEAR
2024-2025 OFFICERS (J. MAGAÑA)**

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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,
AUGUST 21ST, 2024, 7PM
AT DR. MARTIN LUTHER KING JR. LIBRARY**

XIII. ADJOURNMENT