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MEETING MINUTES  
November 20<sup>th</sup>, 2024

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

**Roll Call**

**PRESENT:** Chair Jose Magaña, Vice Chair Angelica Ramos; Commissioners Coco-Nicole Banks, Deniz Westphal, Patricia Gardner, Patricia Mendoza, Gerard Roney, Melanie Sellar, Kristen Brown, and Janice Allen

**ABSENT:** Commissioners Wendi Mahaney-Gurahoo and Anarita Reyes

**STAFF:** Library Director Jill Bourne; Deputy Library Director of Operations Jenny Choi, Interim Deputy Library Director of Public Services Ann Grabowski; Library Foundation Executive Director Dr. Dawn Coppin; Division Managers Jean Herriges, Vidya Kilambi and Michelle Amores; Program Managers Anh Tran; Senior Analyst Anthony Glum; Librarian Randall Studstill; Administrative Analyst Cassie Hunter; Administrative Assistant Dziem Nguyen

**OTHERS:** City of San Jose Vice Mayor Rosemary Kamei; City of San José District 1 Council Assistant Alex Dersh; City of San José City Auditor Joe Rois

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

The Library and Education Commission convened at 7:03 P.M. via Zoom webinar. A quorum was not achieved with 11 Commissioners present and 2 Commissioners absent.

**II. Consent Calendar**

A. Approve the November 20, 2024, Agenda.

B. Approve the Minutes for the Regular Meeting of October 16, 2024.

On the motion of Commissioner Allen, seconded by Commissioner Westphal, Commissioners voted unanimously to approve the November 20, 2024, agenda as well as the October 16, 2024, 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:** Branch Spotlight: West Valley (R. Studstill)  
The Commission received a report on the West Valley Library Branch.  
Discussion Followed.

B. ACTION: Commission Budget Activities Sub-Committee Appointment to Prepare Annual Budget Position Message to Council (J. Choi)  
The Commission voted unanimously to have Commissioners Kristen Brown, Coco-Nicole Banks, Melanie Sellar and Westley Baker to be a part of the sub-committee. Discussion followed.

**VI. Council Liaison's Announcements**

City of San José Vice Mayor Rosemary Kamei addressed the Commissioners, as she is the new Council Liaison for the Library and Education Commission.

**VII. Chair's Announcements**

Chair Magaña shared that there will not be a Library and Education Commission meeting held in the month of December. The next meeting will be on January 15, 2025.

**VIII. Library Director's Announcements**

San José Public Library Director Jill Bourne shared that Giving Tuesday will be taking place on December 3, 2024. Learn how you can join the GivingTuesday movement at SJPL by visiting: [sjpl.org/GivingTuesday](http://sjpl.org/GivingTuesday). The San José Public Library and SJSU King Library invite you to join us in supporting over a dozen local authors during our 12<sup>th</sup> Annual LocalLit event on **Saturday, December 7, 2024, from 2:00 PM – 4:30 PM** at the **King Library, Room 225 (second floor)**. For more details, including a list of participating authors, please visit: [sjpl.org/LocalLit](http://sjpl.org/LocalLit). The San José Public Library's Winter Reading program is fast approaching, from **December 7, 2024 – January 7, 2025**. SJPL's reading programs support year-round learning and active engagement. Learn more at: [sjpl.org/WinterReading](http://sjpl.org/WinterReading). The 2024 Holiday closures for library branches will be:

- Mini-Con – Thursday, November 21, 2024 from 10:00 AM – 1:00 PM
- Thanksgiving Holiday – Thursday, November 28, 2024 & Friday, November 29, 2024
- Christmas Holiday – Tuesday, December 24, 2024 & Wednesday, December 25, 2024
- New Year's Day – Wednesday, January 1, 2025

The library's online collection, eLearning resources, and streaming services will not be impacted and will be available at [sjpl.org](http://sjpl.org).

**IX. Comments and Announcements:**

A. Announcements & Meetings Attended by Commissioners as Commissioners:

Commissioner Roney shared a news article with the Commission. Commissioner Gardner shared she attended an event with the Silicon Valley Council of Nonprofits.

B. San José Public Library Foundation (SJPLF) Board: Vice Chair Ramos shared that her and Chair Magaña were guests at the San Jose Public Library Foundation Board President's charity event. The San José Public Library Foundation Board Meeting will be taking place Thursday, November 21, 2024. Giving Tuesday will be on December 3,

2024. The Foundation has completed their most recent and last rounds of branch funding. The Resilience Corp is recruiting 30+ young adults for employment.

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

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

**XI. Items for Future Commission Meeting Agendas:** None Suggested.

**XII. Meeting Schedule and Agenda Items**

The next regular meeting will be held on **January 15<sup>th</sup>, 2025, at Dr. Martin Luther King Jr. Library, 3<sup>rd</sup> Floor.**

**XIII. Adjournment:** The meeting was adjourned at 7:32 P.M.

/s/

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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