

Memorandum

TO: Toni Taber
City Clerk

FROM: Jean Herriges
Assistant Library Director

**SUBJECT: LIBRARY AND EARLY
EDUCATION COMMISSION
APPLICANT EVALUATION**

DATE: May 3, 2018

Approved

Date

BACKGROUND

Council Policy 0-4, Consolidated Policy Governing Boards and Commissions, allows the Department staff liaison for the Commission to submit a memo to the City Clerk with its evaluation of applicant(s) based on the powers and duties of the Commission, any special eligibility requirements, and experience, background and expertise of the applicant(s). The memo should include a statement setting forth attendance, residency information and compliance with City requirements (e.g., commission training, state-mandated training, Form 700 filing) on any incumbents eligible for reappointment.

COMMISSION'S REQUIREMENTS

The Library and Early Education Commission studies, reviews, evaluates and makes recommendations to the City Council regarding existing or proposed library facilities, programs, operations, services and financing. The commission advocates improved library service, and as a forum for public discussion of library needs, the commission facilitates communication between the public, the City Council and library staff.

The City Council is the final decision making body of the City, and the commission acts on all matters referred to it by the council. In its capacity as an advisory body, the commission works most closely with the library department.

APPLICANT EVALUATION

1. Michael Melillo

On June 30, 2018 Commissioner Melillo will be termed out for the Library and Early Education Commission. Mr. Melillo is eligible for reappointment. He resides in the City of San José. His background includes a Master's degree from San Jose State University and a Bachelor's degree from the University of Massachusetts in Political Science and Journalism. His attendance at the commission meetings is acceptable, he has attended all commission trainings offered and is an active participant on the Commission. Mr. Melillo has participated in the Library and Early Education Commission since 2017. His participation, attendance and service level meets or exceeds Council policy standards.

HONORABLE MAYOR AND CITY COUNCIL

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Library and Early Education Commissioners are not required to complete a Form 700 or state-required AB1234 Ethics Training.

2. Thaddeus Aid

On June 30, 2018 Commissioner Aid will be termed out for the Library and Early Education Commission. Mr. Aid is eligible for reappointment. He resides in the City of San José. His background includes a Bachelor of Science degree in Computer Science received in 2011 from the University of Reading, United Kingdom. He is a former doctoral research student at the University Oxford and has a collection of Microsoft and CompTIA professional certifications in Information Technology. He is a professional software engineer in addition to actively lecturing at San Jose State University.

His attendance at the Commission meetings is acceptable, he has attended all commission trainings offered and is an active participant on the Commission. His participation, attendance and service level meets or exceeds Council policy standards.

Library and Early Education Commissioners are not required to complete a Form 700 or state-required AB1234 Ethics Training.

CONCLUSION

Based on the foregoing, the above applicants meet the requirements for the appointment to the Library and Early Education Commission.



Jean Herriges

Assistant Director, Library Department