

LIBRARY AND EARLY EDUCATION COMMISSION  
Annual Report for FY 2023-2024

Strategic Priority Area FY 23-24	Focus Area	Accomplishment	Future Target Goals
Commission Administration	Establish Ad-Hoc Committees	<ul style="list-style-type: none"> <li>Developed Ad-Hoc Committee to Review Internet Filter as well as Bond and Audit Questions (September 2022)</li> <li>Developed Ad-Hoc Committee on Budget (November 2022)</li> </ul>	<ul style="list-style-type: none"> <li>Develop Ad-Hoc Committee to Review Bond and Audit Questions (September 2023)</li> <li>Develop Ad-Hoc Committee to Prepare the Annual Commission Budget Message (November 2023)</li> </ul>
	Leadership	<ul style="list-style-type: none"> <li>Elected 24-25 Officers (June 2024)</li> </ul>	<ul style="list-style-type: none"> <li>Election of 25-26 Officers (June 2025)</li> <li>Potentially host a Joint meeting with the Youth Commission in Spring 2025</li> </ul>
		<ul style="list-style-type: none"> <li>A verbal review of Review of Bond and Audit Questions submitted by the ad hoc committee were addressed by Library's Administrative Officer. (October 2023)</li> </ul>	<ul style="list-style-type: none"> <li>A verbal review of Review of Bond and Audit Questions submitted by the Ad-Hoc Committee. (October 2024)</li> </ul>

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Library Services and Community Programs	Branch Reports	<ul style="list-style-type: none"> <li>• Received informational overview reports regarding services at:               <ul style="list-style-type: none"> <li>○ Pearl (August 2023)</li> <li>○ Edenvale (October 2024)</li> <li>○ Alum Rock (February 2024)</li> <li>○ Rose Garden (April 2024)</li> <li>○ Bascom (June 2024)</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Meetings will have an item recognizing members of branch and unit staff (September 2024, November 2024, February 2025, April 2025, and June 2025)</li> </ul>
	Early Education	<ul style="list-style-type: none"> <li>• The Commission received Early Education programming reports during the Education and Digital Literacy Annual Report in October 2023, and Summer Learning Update in April 2024.</li> </ul>	<ul style="list-style-type: none"> <li>• The Commission will receive the Education Strategy Report report in October 2024 and the Summer Programming/Learning Update April 2025.</li> </ul>
	Education & Digital Literacy Strategy	<ul style="list-style-type: none"> <li>• An update of the SJ Aspires College and Career Readiness was presented to the Commission (January 2024)</li> <li>• Received Education and Digital Literacy (EDL) Annual Report (October 2023)</li> </ul>	<ul style="list-style-type: none"> <li>• College and Career Pathways Project (January 2025)</li> <li>• New Education Strategy Annual Report (October 2024)</li> </ul>
	Youth Services	<ul style="list-style-type: none"> <li>• Received an update of the Summer Learning Programming (April 2024)</li> </ul>	<ul style="list-style-type: none"> <li>• Summer Learning Programming (April 2025)</li> </ul>
	Volunteer Services	<ul style="list-style-type: none"> <li>• The Commission learned about the Library's volunteer program including highlights from Fiscal Year 2023-2024 (March 2024)</li> </ul>	<ul style="list-style-type: none"> <li>• Commission will receive updates from Volunteer Services (March 2025)</li> </ul>
	Children Youth Services Master Plan	<ul style="list-style-type: none"> <li>• Held first Joint Special Meeting between Library and Education Commission and Youth Commission (March 2024)</li> </ul>	<ul style="list-style-type: none"> <li>• Support the implementation plan of the two implementation sites, Hillview &amp; 7 trees (June 2025)</li> </ul>
	Digital Literacy Digital Equity and Empowerment	<ul style="list-style-type: none"> <li>• Report removed from work plan.</li> </ul>	<ul style="list-style-type: none"> <li>• New Digital Empowerment and Public Technology Status Report (April 2026)</li> </ul>

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Resource Development & Sustainability	Budget Review	<ul style="list-style-type: none"> <li>• Discussed Commission Budget Activities and appointed an ad-hoc Sub-Committee to develop the Annual Budget Position Message to Council (Chair). (November 2023)</li> <li>• Developed and adopted Annual Commission Budget Position Message to Council. (February 2024)</li> <li>• Received an update of the Library and City Budget from Deputy Director of Operations. (April 2024)</li> </ul>	<ul style="list-style-type: none"> <li>• Continue budget review and advocacy in 2024-2025</li> </ul>
	Oversight Committees	<ul style="list-style-type: none"> <li>• Completed the Annual Measure S: Parcel Tax Overview and Review, as follows:               <ul style="list-style-type: none"> <li>○ Conducted an annual public hearing to discuss the status of the Library Parcel Tax revenue</li> <li>○ Reviewed an audit of the appropriateness of Library Parcel Tax expenditures and reporting</li> </ul> </li> <li>• Approved these reports in a memo informing Council and the public of the results of the audit and annual review. (November 2023)</li> </ul>	<ul style="list-style-type: none"> <li>• As a reoccurring item, it will be featured on the FY 24-25 work plan.</li> </ul>
	Foundation	<ul style="list-style-type: none"> <li>• The Commission received a 2023 Annual Report from the San José Public Library Foundation (SJPLF) (April 2024)</li> </ul>	<ul style="list-style-type: none"> <li>• The SJPLF report will be heard (April 2025)</li> </ul>

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Technology and Access	Access	<ul style="list-style-type: none"> <li>• Received the Equity and Inclusion Report (February 2024)</li> <li>• Received the Collections Report (March 2024)</li> </ul>	<ul style="list-style-type: none"> <li>• Equity and Inclusion Report (February 2025)</li> <li>• Collections Report (March 2025)</li> </ul>
	Technology & Innovation	<ul style="list-style-type: none"> <li>• Digital Equity and Public Technology Reports removed from workplan to reassess report</li> </ul>	<ul style="list-style-type: none"> <li>• New Digital Empowerment and Public Technology Status Report (April 2025)</li> </ul>

Strategic Priority Areas FY 23-24	Focus Area	Action	Future Target Goals
Capital Projects and Facilities Management	Facilities & Asset Management Plan	<ul style="list-style-type: none"> <li>• Annual Library Bond Oversight Review:               <ul style="list-style-type: none"> <li>○ Conducted annual public hearing to discuss the status of projects funded by Library Bonds (November 2023)</li> <li>○ Reviewed an audit of the appropriateness of Library Bond expenditures (May 2024)</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Bond Program Plan (September 2024)</li> <li>• Annual audit of Bond Projects and Funds (November 2024)</li> </ul>
	Security	<ul style="list-style-type: none"> <li>• The Commission received an update on the Library's Security Practices (October 2023)</li> </ul>	<ul style="list-style-type: none"> <li>• Library Security Report (October 2024)</li> </ul>