



Memorandum

TO: HONORABLE MAYOR
AND CITY COUNCIL

FROM: Jill Bourne

SUBJECT: SEE BELOW

DATE: August 28, 2017

Approved

D. P. Syl

Date

9/7/17

SUBJECT: REQUEST FOR APPROVAL FOR INTERNATIONAL TRAVEL

RECOMMENDATION

Approve international travel for Aleta Dimas, Senior Librarian, and Adrian Barrientos, Librarian to travel to Guadalajara, Mexico, to attend the Guadalajara International Book Fair on November 24 - 30, 2017.

OUTCOME

The San José Public Library maintains a vibrant collection of Spanish-language items in both translated and natively-published materials. Through native-published books and materials, the Library provides continued access to the culture and heritage of a significant portion of our community.

BACKGROUND

Created 31 years ago by the University of Guadalajara, the International Book Fair provides an opportunity to purchase materials written and published by native speakers directly from local publishers, as well as other international publishers. The purchase of materials at the International Book Fair ensures the continued high quality and diverse selection of Spanish-language materials for the residents of San José.

ANALYSIS

Travel expenses will be provided through the American Library Association and the Guadalajara International Book Fair (ALA FIL), as well as Library Department Parcel Tax funds.

Pursuant to San Jose Municipal Code Section 12.08.030 (I), sponsored travel and expenses of City officials and designated employees do not constitute a prohibited gift under the City's gift ordinance, but must be accepted by the City Council. In addition, pursuant to FPPC Regulation § 18944, this payment does not result in a gift to the official, but is considered a gift to an agency

due to the following requirements: (1) the payment is used for official agency business (2) the agency head determines and controls the agency's use of the payment and (3) the agency reports the payment as described in § 18944 (c) (3). The Form 801 is used by all state and local government agencies to disclose payments made to the agency when the payments provide a personal benefit to an official of the agency.

EVALUATION AND FOLLOW-UP

Significant numbers of Spanish-language items will be added to the Library's collection for use by San José residents. The Spanish-language selectors will also become aware of international trends in Spanish-language materials, allowing them to anticipate community needs.

PUBLIC OUTREACH

This memorandum will be posted on the City's Council Agenda website for the September 19, 2017 Council meeting.

COORDINATION

This memorandum has been coordinated with the City Manager's Office.

COMMISSION RECOMMENDATION/INPUT

No commission recommendation or input is associated with this action.

CEQA

Not a Project, File No. PP17-010, City Organizational & Administrative Activities resulting in no changes to the physical environment.

/s/
Jill Bourne
CITY LIBRARIAN

For questions please contact Jill Bourne, Library Director, at 408-808-2150.