



Memorandum

TO: NEIGHBORHOOD SERVICES
AND EDUCATION COMMITTEE

FROM: Jill Bourne

**SUBJECT: REPORT ON 2018-2019 LIBRARY
AND EDUCATION COMMISSION
WORKPLAN**

DATE: August 27, 2018

Approved

Date

8/28/2018

COUNCIL DISTRICT: Citywide

RECOMMENDATION

Accept the report on the Library and Early Education Commission's (LEE Commission) activities in collaboration with the San José Public Library (SJPL).

OUTCOME

To enhance awareness of the LEE Commission's accomplishments in the Fiscal Year (FY) 2017-18 Annual Report (attached) and their progress on the FY 2017-18 Work plan (attached).

BACKGROUND

In collaboration with SJPL, the LEE Commission advocates for high quality, impactful, and innovative library and education services that serve as a foundation for a vibrant and diverse city. The Commission provides a venue for public discussion of services and resources that support and promote education and world class libraries.

The LEE Commission makes recommendations to the City Council regarding existing or proposed library facilities, programs, operations, services, and financing. The Commission members meet monthly at 7:00 p.m. on the third Wednesday.

This report will provide an overview of the LEE Commission's activities in advancing their key strategic goals.

ANALYSIS

The LEE Commission met on August 15, 2018 to review the prior year work plan achievements and to develop their 2018-19 work plan. The attached report provide a summary of accomplishments from the past fiscal year, as well as next steps for the upcoming year.

EVALUATION AND FOLLOW-UP

Staff and Commission members will evaluate the progress on the work plan throughout the year and prioritize goals and objectives for the next year's work plan.

PUBLIC OUTREACH

This memorandum will be posted on the City's Neighborhood Services and Education Committee agenda website for the September 13, 2018 meeting. In addition, this item was presented at the August 15, 2018 the LEE Commission meeting.

COORDINATION

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

COMMISSION RECOMMENDATION/INPUT

This memorandum was presented and unanimously accepted by the LEE Commission on August 15, 2018.

CEQA

Not a Project, File No. PP10-069 (a) Staff Report.

/s/
JILL BOURNE
Director, Library Department

For questions, please contact Ann Grabowski, Chief of Staff, at (408) 808-2170.

Attachments:

Library and Early Education Commission Fiscal Year 2017-18 Annual Accomplishments Report
Library and Early Education Commission Fiscal Year 2018-19 Work plan