



Memorandum

TO: NEIGHBORHOOD SERVICES AND EDUCATION COMMITTEE
FROM: Jill Bourne

SUBJECT: See Below

DATE: July 27, 2026

Approved

Date:

8/5/2026

SUBJECT: Library and Education Commission FY 2025-2026 Annual Report and FY 2026-2027 Work Plan.

RECOMMENDATION

Accept the report on the Library and Education Commission's (LEC) accomplishments for Fiscal Year (FY) 2025-2026 and LEC's FY 2026-2027 Work Plan.

BACKGROUND

Council Policy 0-4, Consolidated [Policy Governing Boards and Commissions](#), requires the Library and Education Commission (LEC) to submit its annual work plan of activities to be undertaken, budget of personal and non-personal costs, and annual report of its accomplishments to the Neighborhood Services and Education Committee.

In collaboration with the San José Public Library (SJPL), the LEC advocates for high-quality, impactful, and innovative library and education services that contribute to San José's diverse residents. The LEC serves as a public forum for discussing services and resources that support lifelong learning and world-class libraries.

Pursuant to San José Municipal Code Section 2.08.3230, the LEC makes recommendations to the City Council and SJPL administration on matters related to existing and proposed library facilities, programs, operations, services, and funding. Additionally, the Commission receives an annual update on the implementation of the citywide Education and Digital Literacy Strategy. The LEC also convenes as the Oversight Committee for the Library Parcel Tax Audit and the Oversight Committee to receive the 2000 Library Bond Audit. Members of the LEC meet monthly at 7:00 p.m. on the third Wednesday of each month, excluding July and December. In addition to their regular meetings, the LEC holds an annual joint meeting with the Youth Commission to

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discuss shared priorities and foster collaboration on initiatives impacting San José youth and library services.

ANALYSIS

On June 17, 2026, the LEC convened to review its annual report of accomplishments from the FY 2025–2026 work plan and to establish priorities for the FY 2026–2027 work plan. Attachment A provides a summary of the Commission’s key achievements from the past fiscal year and outlines its strategic focus for the year ahead.

At the request of both the LEC and the Youth Commission, both commission work plans include an annual joint special meeting across both advisory groups. On October 27, 2025, the commissioners received an update on the Education Strategy Annual Report and were presented with an overview of the Library’s Facilities and Customer Experience Plan, led by consultant firm Margaret Sullivan Studios.

Attachment B outlines the Library and Education Commission's FY 2026–2027 Work Plan, which prioritizes advancements to the Library's Education Strategy, with a focus on College and Career Pathways and Digital Empowerment programs and services. As noted on the Work Plan, the Commission will continue to serve as Oversight Committee for the Library Parcel Tax Audit and the Oversight Committee for the Library Bond.

COORDINATION

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

/s/

Jill Bourne

Director, Library Department

For questions, please contact Cassie Hunter, Analyst, at cassie.hunter@sjlibrary.org or (408) 808-2163.

ATTACHMENTS:

- A. Library and Education Commission Fiscal Year 2025-2026 Annual Report
- B. Library and Education Commission Fiscal Year 2026-2027 Work Plan