

**CITY OF HAYWARD LIBRARY COMMISSION**  
Hayward Public Library  
Administrative Office  
835 C Street, Hayward

**A G E N D A**

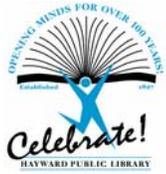
**Monday**  
**June 19, 2006 - 6:30 PM**  
**Library Commission Meeting**

1. *Call to Order*
2. *Pledge of Allegiance*
3. *Roll Call*
4. *Minutes of Meeting of May 15, 2006*
5. *Public Comment*

The Library Commission welcomes public input. The first part of Library Commission Meetings is devoted to hearing comments from the public regarding general Commission business. Public Comment on specific agenda items may also be offered during the public input period. Because of the Brown Act, the Commission cannot discuss or vote on any item unless it appears on the posted agenda. (Individual comments are set at a 3-minute time limit; comments on behalf of a group are set at a 5-minute time limit.)
6. *Friends of the Hayward Public Library Report*

This time is provided for a report on the activities of the Friends of the Hayward Public Library.
7. *New Business*
  - a. **Community Feedback Regarding Library from Commission Members.**

Commissioners will report on feedback regarding the Library that they have received from community members.
  - b. **Tour of Main Library.** The Library Director will conduct a tour for the Library Commission, highlighting areas planned for space reallocation.
  - c. **Planning for the Future.** The Library Commission will discuss directions to take with regard to plans for library service expansion, noting that Proposition 81 did not pass.



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8. ***Library Director's Report***  
Report on the status of library activities and statistics including the areas of Administrative Services, Adult Services, Youth Services, Library Operations and the Literacy Program.
9. ***Library Commission Report***  
This time is provided for Commissioners to share information on Library activities in which they have been engaged or in which they will participate.
10. ***City Council Liaison Report***  
This time is provided for the City Council Liaison to share information on City matters that are of pertinence to the Library Commission.
11. ***Agenda Building and Review of Library Commission Planning Calendar***  
This time is provided for Commissioners to request items to be listed on the Library Commission Agenda for coming months and update the Library Commission Planning Calendar.
12. ***Meeting Evaluation***  
This time is provided for Commission feedback regarding the meeting - noting procedures that were productive, identifying methods that could be adopted to improve effectiveness.
13. ***Adjournment***



Assistance will be provided to those requiring accommodations for disabilities in compliance with the Americans with Disabilities Act of 1990. Please request the accommodation at least 48 hours in advance of the meeting by contacting Library Administration at 510/881-7954 or by calling the TDD line for those with speech and hearing disabilities at 510/293-1590.

CITY OF HAYWARD  
Minutes of the Library Commission Meeting  
May 15, 2006 - 6:30 PM

Administrative Office  
Hayward Public Library  
835 C Street, Hayward

1. **Call to Order**

The meeting of the Hayward Library Commission was called to order by Library Commission Chair Linda Bennett at 6:32 PM.

2. **Pledge of Allegiance**

Commissioners recited the Pledge of Allegiance.

3. **Attendance**

Commissioner	Attendance this Meeting	Present to Date Regular Meetings	Absent to Date Regular Meetings	Attendance Special Meetings
Linda Bennett	X	9	0	
Lisa Brunner	0	7	2	
William Burnside	X	8	1	
Jessica Fields	X	8	1	
Natalie Forrest	0	5	2	
Elsa Glines	X	9	0	
Judy Harrison	X	9	0	

Library Staff:

Lisa Rosenblum, Library Director  
Linda Atwater, Administrative Secretary  
Sherry Kumler, Youth Services Manager  
Rob Spitzel, Young Adult Librarian

4. **Approval of Minutes of Meeting of April 17, 2006**

**Board Action:** It was moved and seconded (Burnside/Harrison) to approve the minutes of the April 17, 2006 Library Commission meeting. Motion unanimously carried.

5. **Public Comment:** No Public Comment.

6. **Friends of the Library Report.** Commissioner Harrison, liaison to the Friends of the Library, provided the Friends of the Library Report. New officers were elected, Judy Harrison, President; Helene Carr, Vice President; Alison Lewis, Treasurer and Bonnie Smith, Secretary. Lisa Brunner was honored for her exemplary service in selling books on the Internet. In seven months, the Internet sales have raised more than \$2000 for the Friends. Commissioner Harrison provided highlights from the Annual Report as prepared by Nancy Eager, former President of the Friends of the Library. The Friends have a new brochure and a new website with active links.

**7. New Business.**

- a. **Community Feedback Regarding Library from Commission Members.** Chairperson Bennett commented on several concerns she has heard with regard to the limited parking available around the Library.
- b. **Youth Services Presentation.** The Youth Services Manager, Sherry Kumler, and Young Adult Librarian, Rob Spitzel, provided presentations on the programs and services that the Library offers to the youth and young adults. It was noted that the equipment Mr. Spitzel used for his visual presentation was purchased by the Friends of the Library.

8. **Library Director's Report.** The Library Director provided comment on the plans for space reallocation at the Main Library. The Library Director and space reallocation team have toured several libraries, and will be incorporating some design elements into the remodeling plan. A Technology Lab will be created and include additional computers made possible through the receipt of a grant from the Bill and Melinda Gates Foundation. The Technology Lab will be located where the periodicals are currently shelved. A Periodicals Area will be designed using modern merchandising techniques, in the area where the Reference collection is currently located. In addition, the main floor of the Main Library will be recarpeted.

Included in the Library Commission packets were two articles, "The Library as Place," by Susan Hildreth, State Librarian and an article from the Urban Libraries Council "Building a Strong Future by Building Strong Leaders," by Lisa Rosenblum and Dave Genesy.

The recruitment process for Librarian I is underway, and one full time and two part-time positions will be filled from the Eligible List established. A recommendation for the Library Operations Manager position vacancy has been forwarded to the City Manager.

9. **Library Commission Report.** Commission Chair Bennett and Library Director Rosenblum recently toured the San Leandro Community Library and offered comment. Commissioner Harrison advised the Commission that she remains active in the California School Library Association and commented on two bills that the organization is supporting, AB 2540 and AB 2065. The Library Commission has been asked to write a letter in support of the bills and this item will be placed on their June agenda.

Commissioners Fields and Harrison will be unable to attend the June 19, 2006 Library Commission meeting.

- a. **Annual Library Commission Dinner.** The Library Commission Annual Dinner is scheduled for 6:30 PM on Monday, June 12, 2006 at Buon Appetito. Invitations with menu selections will be mailed.

10. **City Council Liaison Report.** Council Member Quirk advised the Commission that the Budget Hearings begin May 23, 2006. With regard to the General Fund Budget, there is not any significant issue, however, \$1 million is being put aside to do planning for a new library. Council Member Quirk has spoken with the City Manager, and it has been suggested that a meeting be called with the new Mayor (who will be sworn in after July 11) to talk about the planning process. If Proposition 81 passes, that planning would be with regard to the steps to take to prepare for submitting an application for funding to the State Library. If Proposition 81 does not pass, consideration of alternative funding measures would need to be explored, such as a local bond issue.
11. **Agenda Building and Review of Library Commission Planning Calendar.** Library Commissioners suggested the following items for inclusion on the June 19, 2006 Library Commission Agenda:
  - Tour of the Main Library highlighting areas planned for space reallocation
  - Next steps if Proposition 81 passes, or direction to take if it does not pass
  - Library Commission Support of Assembly Bills 2540 and 2065
12. **Meeting Evaluation.** Commissioners offered positive comment on the presentations by the Youth Services staff members.
13. **Adjournment.** Library Commission Chair Bennett adjourned the meeting at 7:45 PM.