



CITY OF
HAYWARD
HEART OF THE BAY

CITY OF HAYWARD LIBRARY COMMISSION
Library and Neighborhood Services Department
Hayward Public Library
Administrative Office
835 C Street, Hayward

September 21, 2009
6:30 PM

AGENDA

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Minutes of Meeting of June 15, 2009**
5. **Welcome and Introductions.** The Library Commission welcomes recently appointed Library Commissioner Stephanie Ayala.
6. **Public Comment**
This section provides an opportunity to address the Library Commission on items listed on the agenda, as well as other items of interest. The Commission welcomes comment and requests that speakers present their remarks within established time limits. (Individual comments are set at a 3-minute time limit; comments on behalf of a group are set at a 5-minute time limit.) As the Commission is prohibited by State law from discussing items not listed on the agenda, your item will be taken under consideration and may be referred to staff.
7. **Friends of the Hayward Public Library Report**
Report on the activities of the Friends of the Hayward Public Library.
8. **New Business**
 - a. Election of Officers for FY 2010
 - b. "Fines-Free" Circulation Option
9. **Interim Library Director's Report**
Report on library activities and statistics.

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10. Library Commission Report

Report on Library activities in which Commissioners have been engaged.

11. City Council Liaison Report

Report on City matters that are of pertinence to the Library Commission.

12. Agenda Building

Consider items for inclusion on the Library Commission Agenda for coming months.

13. Adjournment



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Minutes of the Library Commission Meeting
 Library and Neighborhood Services Department

Hayward Public Library
 Administrative Office
 835 C Street, Hayward

June 15, 2009

1. **Call to Order.** Commission Chair Linda Bennett called the meeting to order at 6:30 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	1
Lisa Brunner	X	9	0	1
Jessica Fields	X	7	2	1
Natalie Forrest	X	9	0	1
Kelly Greenne	X	8	1	1
Judy Harrison	X	7	2	1
Monica Schultz	X	8	1	0

Library Staff: Sean Reinhart, Interim Library Director

Guests: Simon Wong, Tri-City Voice
 William Schultz

4. **Approval of Minutes of Meeting of May 18, 2009**

Board Action: It was moved and seconded to approve the minutes of the meeting of May 18, 2009 as submitted. Motion unanimously carried.

5. **Public Comment:** Guests to the meeting were welcomed. Simon Wong with the Tri-City Voice, and William Schultz, provided self-introduction.
6. **Friends of the Hayward Public Library Report:** Commissioner Harrison provided the Friends of the Hayward Public Library Report. On the 2nd and 4th Saturday of the month, the Friends will hold their book sales as part of the Farmer's Market. The first venture was successful, where on June 6, 2009 more than \$400 was raised in book sales at the Farmer's Market. As well, the Friends handed out many brochures, directed people to the library, and answered a variety of questions. The following weekend (on July 13, 2009) the Friends held a book sale at the Farmer's Market, where more than \$500 was raised.

Other announcements were made. The Friends have assisted with the purchase of an interactive touch learning screen for the Children's Room. Nancy Evans, who was principal of Cherryland School in Hayward, is a new member on the Friends Board. The Friends have established a new paperback book sale venue (maintained by Doug Sprague) within Café Caribe, located in a shopping center on Hayward Boulevard.

7. **Old Business:**
 - a. **Budget Update.** Interim Director Reinhart called Commission attention to the Library Services Activity Report for May 2009, where the first item is a Budget Update. Thanks to the passage of Measure A and the one time concessions (employee furloughs) offered for the next fiscal year, the library is looking at a status quo budget for FY 2010. Council Member Quirk thanked the Commissioners and Friends of the Library who attended the Council meeting.
8. **Interim Director of Library and Neighborhood Services Report:** In the interest of time, Interim Director Reinhart advised the Commission that the contents of his report were contained in the Library Services Activity Report that was included in the agenda packet.
9. **Library Commission Report:** Commissioners offered comment on the recent City Council meeting, noting the questions asked and remarks that were made with regard to the library. Council Member Quirk and the Interim Library Director acknowledged the positive impact of the presence of library advocates.

Commissioner Schultz provided report on an application for federal stimulus funding that will be submitted by the Pacific Library Partnership (PLP). The Pacific Library Partnership is a consolidation of four library systems: BALIS (Bay Area Library and Information System), serving Alameda, Contra Costa, and San Francisco Counties; PLS (Peninsula Library System), serving San Mateo County; MOBAC (Monterey Bay Area Cooperative Library System), serving Monterey, Santa Cruz, and San Benito Counties; and SVLS (Silicon Valley Library System), serving Santa Clara County. The Hayward Public Library is a member of BALIS. If successful, the stimulus funding will be used to secure new public access computers and hi-def videoconferencing equipment at Hayward Public Library to "expand capacity." Interim Director Reinhart added that the new public access computers at HPL will likely take the form of 20 to 30 compact, low-cost "netbooks" (small, inexpensive laptops) which will be securely checked out to library customers for in-house use. To address equipment security concerns, Library staff is exploring the possibility of using its new e-commerce system to take a credit card security authorization from customers when this equipment is loaned.

Interim Library Director Reinhart acknowledged that this evening marked the last meeting for Commissioner Jessica Fields and that he was sorry to see her leave the Commission. A plaque to recognize Commissioner Fields' eight years of dedicated service on the Library Commission will be presented to her during the dinner that follows the meeting.

Commissioner Forrest asked if there were an update on planning for a New Main Library. Interim Director Reinhart advised the Commission that the preferred site, which the Commission recommended several months ago, is the City-owned municipal parking lot located at the corner of "C" Street and Mission Boulevard. However, to build a library large enough to meet community needs as identified in the 2008 study conducted by consultant Page+Moris LLC, the footprint would need to be enlarged. Therefore, the C Street and Mission Boulevard parcel would need to be expanded by purchasing an unused strip of the adjacent Post Office parking lot. That strip of land has been released for sale by the US Postal Service, and according to process, a 50-day notice has been provided to all public agencies within the jurisdiction. The City of Hayward has advised USPS of its interest in the property. The next step will be to present the recommendation to the City Council for their approval of the site as the location of the new Main Library. Once a site is formally approved by Council, the architect can begin work on a building design specific to that location.

10. **Council Liaison Report:** City Council Member Quirk advised the Commission that the City Council had recently completed the interview process for Board and Commission members, and has selected Stephanie Ayala for the Library Commission. He thanked Commissioners for maintaining a good attendance record for the past fiscal year.
11. **Agenda Building:** The Library Commission will be on hiatus during July and August. Items were suggested for inclusion on the September 21, 2009 agenda:
 - Introduction of newly appointed Library Commissioner;
 - Update on Planning for a New Main Library;
 - Strategies for Library Advocacy.
12. **Adjournment:** Commission Chairperson Linda Bennett thanked Commissioner Jessica Fields for her service and support during her two terms of service. Commissioner Fields commented that she has enjoyed being on the Library Commission; that it was something she really looked forward to every month, as she really values the library. She acknowledged that the library was a necessary part of the City and that she was pleased to see the City moving forward toward a new library, which will be a beautiful centerpiece for the City of Hayward. Commissioner Fields thanked everyone for the honor of being on the Commission. Commission Chairperson Bennett observed that while not every Commissioner used the Library as much as many of its customers, everyone on the Commission was pro-children, most especially Commissioner Fields. The meeting was adjourned at 7:10 p.m.