



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

December 14, 2009  
6:30 PM

**A G E N D A**

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Minutes of Meeting of November 16, 2009**
5. **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.

6. **Friends of the Hayward Public Library Report**  
Report on the activities of the Friends of the Hayward Public Library.
7. **New Business**
  - a. Staff Presentation on Library Services – After School Homework Center
8. **Interim Library Director's Report**  
Report on library activities.

## **CITY OF HAYWARD LIBRARY COMMISSION - Agenda**

Library and Neighborhood Services Department

December 14, 2009

6:30 PM

Page two of two

**9. Library Commission Report**

Report on Library activities in which Commissioners have been engaged (Library advocacy, news, public contact, etc.)

**10. City Council Liaison Report**

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

**11. Agenda Building**

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

**12. 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 510/247-3340.



**Minutes of the Library Commission Meeting**  
Library and Neighborhood Services Department

Hayward Public Library  
Administrative Office  
835 C Street, Hayward

**November 16, 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
Stephanie Ayala	X	3	0	
Linda Bennett	X	3	0	
Lisa Brunner	X	2	1	
Natalie Forrest	X	2	1	
Kelly Greenne	X	3	0	
Judy Harrison	X	3	0	
Monica Schultz	X	3	0	

Library Staff: Sean Reinhart, Interim Library Director  
Trudy Toll, Adult Services Librarian

City Council Liaison: Council Member Bill Quirk

Guest: Council Member Anna May  
Simon Wong, Tri-City Voice

4. **Approval of Minutes of Meeting of October 19, 2009**

**Board Action:** It was moved and seconded (Harrison/Schultz) to approve the minutes of the meeting of October 19, 2009. Motion carried with one abstention (Commissioner Greenne).

5. **Public Comment:** Council Member Anna May was welcomed to the meeting.
6. **Friends of the Hayward Public Library Report:** Commissioner Harrison provided the Friends of the Hayward Public Library Report. It was noted that Council Member Quirk has donated a carton of old French books and an antiquarian dealer is coming to look at them.
7. **New Business:**
  - a. **Staff Presentation on Library Services - Education.** Interim Director Reinhart provided a presentation on the Library's role in education. The Library's educational mission is to provide equal access to education for everyone in Hayward. Public Libraries were established as part of the nation's public education system. There are three pillars to the Library's educational mission: self-directed education (books, computers, etc.); research and instructional assistance (homework center, adult literacy program, preschool classes, etc.); and instructional, enlightening experiences (author events, book groups, community and cultural events).
  - b. **Library Advocacy.** Interim Director Reinhart suggested that Commissioners use the three educational pillars in their advocacy efforts. He commented on a recent example of successful library advocacy, noting that Commissioners Bennett and Schultz had spoken to the City Council in support of the fines free plan, and that plan was approved unanimously. Commission Chair Bennett recalled that there was a question raised by Council with regard to where deposit is made of the money collected from enrollment in the Fines Free program. When it was reported that these funds go into the general fund, someone asked why. The Mayor indicated that he would look into the matter. Commissioners discussed the article on the fines free program.
8. **Interim Director of Library and Neighborhood Services Report:** Interim Director Reinhart suggested deferring more to the written monthly report of library activities in the future, thereby providing time to focus on staff presentations about various library operations. He advised Commissioners that the City has engaged the services of Townsend Public Affairs, Inc., a funding development firm, and he has met with Liisa Stark (yes two i's) to talk about Library funding needs. The major funding needs he identified were the new main library; remote library services (joint-use installations in local schools); more computers at Weekes; and the "Fiber to the Library" initiative (FTTL) of the American Library Association (ALA). FTTL seeks to use the ARRA stimulus funding appropriated for the Broadband Technology Opportunities Program (BTOP) to provide fiber optic web access to all libraries nationwide as "anchor institutions". The Main Library is on a fiber optic system; however, Weekes Branch is not. Also, if joint-use library installations were established in some local schools, then potentially stimulus funding could be used to extend fiber optic connections to those locations as part of FTTL.
9. **Library Commission Report:**
  - Commissioner Harrison initiated a conversation about the BALIS System Advisory Board.
  - Commissioner Schultz initiated a conversation about Open Source ILS.
  - Commission Chair Bennett discussed the new Castro Valley Library.

- Commissioner Forrest congratulated Interim Director Reinhart and the Library on the PRexcellence award for The Big Read.

**10. City Council Liaison Report:** City Council Member Quirk had nothing further to report.

**11. Agenda Building:** Various items were suggested for inclusion on future agendas:

- Interim Director Reinhart proposed that each agenda include a brief staff presentation on library services
  - Commissioner Greenne was interested in the educational aspects of library service, including programs for the seniors, rehab hospitals, infirmed, and computer classes for seniors
  - Commissioner Forrest requested information about teen programs and activities
- January 2010 - Budget resolution
- New Main Library
- February 2010 - Mid-year budget review

**12. Announcements:** Commissioner Schultz and Interim Director Reinhart were both elected to the California Library Association (CLA) Board of Directors.

**13. Adjournment:** The Library Commission meeting was adjourned at 7:30 PM.