



**CITY OF HAYWARD LIBRARY COMMISSION**

Hayward Public Library  
Main Library Meeting Room  
835 C Street, Hayward, CA 94541

October 15, 2012  
6:30 PM

**A G E N D A**

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Introductions/Welcome New Library Commissioner Peter Bufete.**
5. **Minutes of Meeting of June 18, 2012**  
\*Meeting of September 17, 2012 was cancelled due to lack of quorum.
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 comments 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. **Report from Director of Library and Community Services**
8. **Friends of the Hayward Public Library Report**  
Report on the activities of the Friends of the Hayward Public Library.
9. **Library Commission Report**  
Report on Library activities in which Commissioners have been engaged.
10. **City Council Liaison Report**  
Report on City matters that are of pertinence to the Library Commission.
11. **New Business**
  - Election of Officers for FY 2013

**HAYWARD LIBRARY COMMISSION**

October 15, 2012

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- Library Commission Meeting Schedule

**12. Agenda Building**

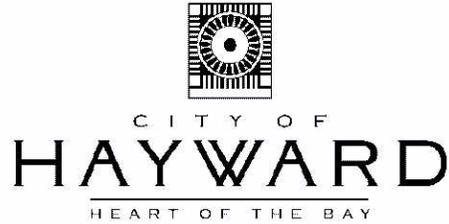
Consider items for inclusion on the Library Commission Agenda for coming months.

- Automated Materials Handling System Project
- New Library Preliminary Design Visualization Project

**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 510/247-3340.



**Minutes of the Library Commission Meeting**  
 Hayward Public Library  
 835 C Street, Hayward CA 94541

**June 18, 2012**

1. **Call to Order:** Commission Chair Kelly Greenne called the meeting to order at 6:30 PM.
2. **Pledge of Allegiance:** Commissioners recited the Pledge of Allegiance.

3. **Attendance:**

	<b>Attendance this Meeting</b>	<b>Present to Date Regular Meetings</b>	<b>Absent to Date Regular Meetings</b>	<b>Attendance Special Meetings</b>
<b>Commissioner</b>				
Linda Bennett	X	9	0	0
Lisa Brunner	X	7	2	0
Kelly Greenne	X	9	0	0
Judy Harrison	X	7	2	0
Kari McAllister	0	7	2	0
Isabel Sanchez	X	4	5	0
Monica Schultz	X	6	3	0

City Staff: Sean Reinhart, Director of Library and Community Services

City Council Liaison: Council Member Mark Salinas

Guest: Simon Wong, Tri-City Voice

4. **Approval of Minutes of Meeting of May 21, 2012**  
**Board Action:** It was moved and seconded to approve the minutes of the meeting of May 21, 2012 as submitted. Motion unanimously carried.
5. **Public Comment:** No public comments offered.
6. **Friends of the Hayward Public Library Report.** No report given.
7. **Report from Director of Library and Community Services.**
  - Director Reinhart invited the Commissioners to attend the upcoming Boards, Commissions and Task Force Open House event on June 27 from 5-7 PM in the City Hall Rotunda.

- The summer reading game is now underway. Approximately 20 local businesses and museums have donated thousands of prizes and passes to the library to give to children who reach the reading goals in the game. Total retail value of the donated items is \$163,000.

**8. Library Commission Report.** No report given.

**9. City Council Liaison Report.** No report given.

**10. Adjournment:** The Library Commission adjourned to Chef's Experience/China Bistro for their annual no host dinner at 7:00 PM.



**Department of Library and Community Services**

**2012/2013 LIBRARY COMMISSION MEETING SCHEDULE**

- Meeting Location: Hayward Public Library (Main Library Meeting Room)  
835 C Street  
Hayward, CA 94541
- Meeting Time: 6:30 PM
- Meeting Dates: The Hayward Library Commission meets on the third Monday of the month unless otherwise noted.

September 17, 2012

October 15, 2012

November 19, 2012

December 17, 2012

January 28, 2013

(Meeting date changed due to Martin Luther King, Jr. holiday on 1/21/13)

February 25, 2013

(Meeting date changed due to President's day holiday on 2/18/13)

March 18, 2013

April 15, 2013

May 20, 2013

June 17, 2013

The Commission is on hiatus during the months of July and August

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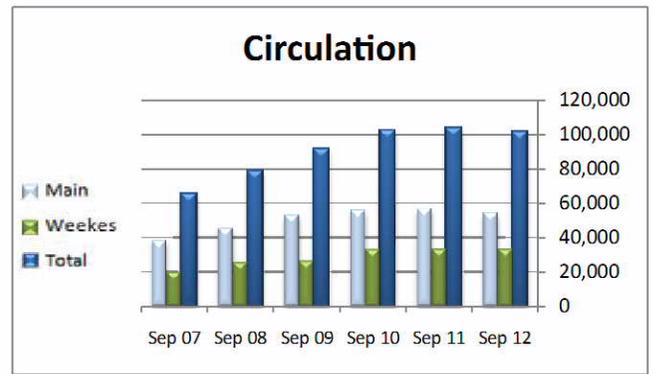
**Library Services Division**

Hayward Public Library ♦ 835 C Street, Hayward, CA 94541 ♦ 510/293-8685  
Weekes Branch Library ♦ 27300 Patrick Avenue, Hayward, CA 94544 ♦ 510/782-2155  
[www.library.hayward-ca.gov](http://www.library.hayward-ca.gov)

**CIRCULATION**

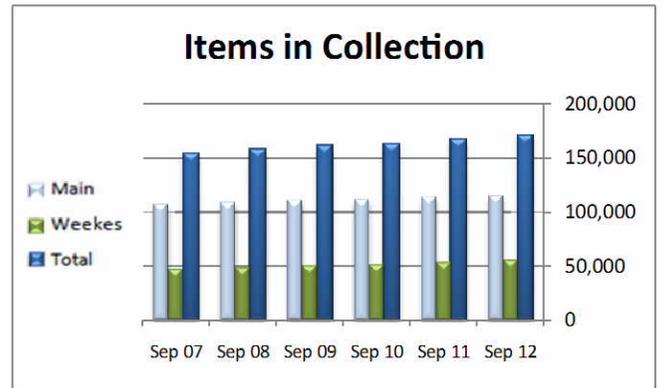
	Main	Weekes	Total
Sep 12	54,051	33,117	101,300
Sep 11	56,621	32,988	103,444
Sep 10	55,791	32,925	102,202
Sep 09	52,780	26,251	91,403
Sep 08	45,251	25,444	78,702
Sep 07	38,172	19,801	65,225

\*Total includes web renewals, inhouse, ebooks



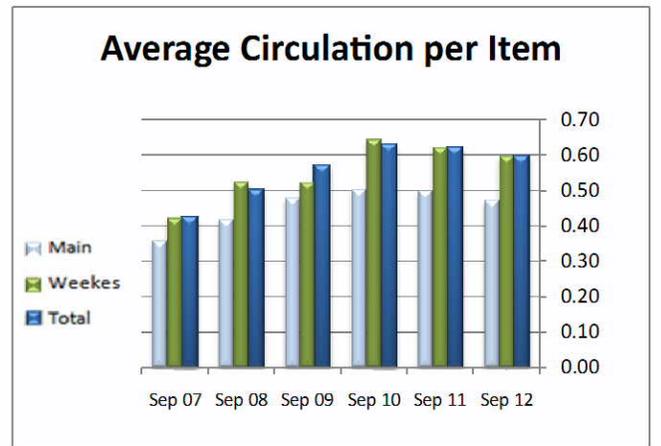
**ITEMS in COLLECTION**

	Main	Weekes	Total
Sep 12	114,678	55,452	170,130
Sep 11	113,742	53,088	166,830
Sep 10	111,271	51,150	162,421
Sep 09	110,450	50,249	160,699
Sep 08	108,548	48,510	157,058
Sep 07	106,933	46,982	153,915



**AVERAGE CIRCULATION per ITEM**

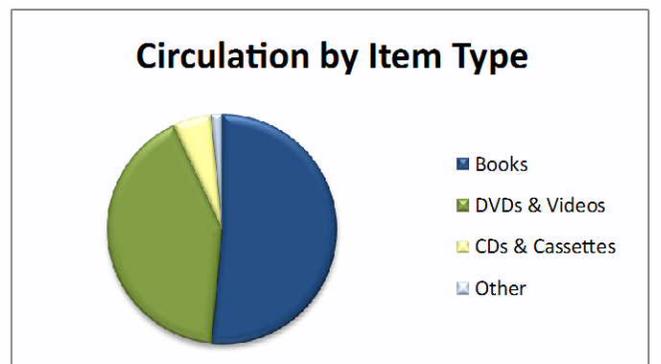
	Main	Weekes	Total
Sep 12	0.47	0.60	0.60
Sep 11	0.50	0.62	0.62
Sep 10	0.50	0.64	0.63
Sep 09	0.48	0.52	0.57
Sep 08	0.42	0.52	0.50
Sep 07	0.36	0.42	0.42



**CIRCULATION by ITEM TYPE**

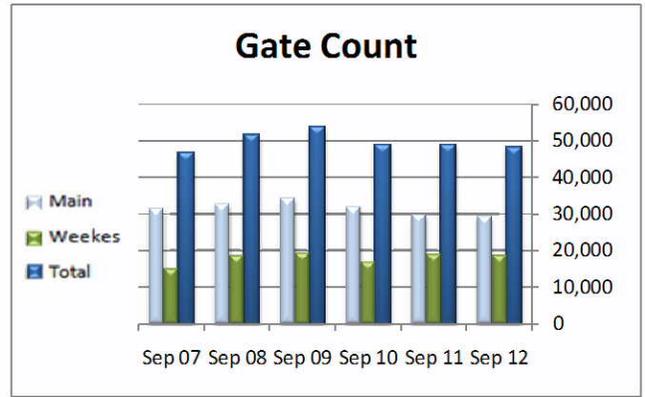
Books	36,131
DVDs & Videos	29,185
CDs & Cassettes	3,765
Other	1,087

(Only Includes Regular Circulation)



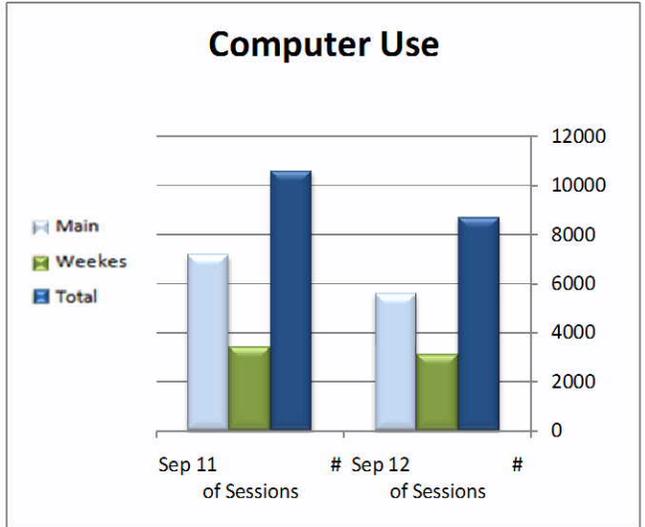
**GATE COUNT**

	Main	Weekes	Total
Sep 12	29,390	18,638	48,028
Sep 11	29,869	18,955	48,824
Sep 10	31,912	16,862	48,774
Sep 09	34,384	19,297	53,681
Sep 08	32,813	18,598	51,411
Sep 07	31,599	15,022	46,621



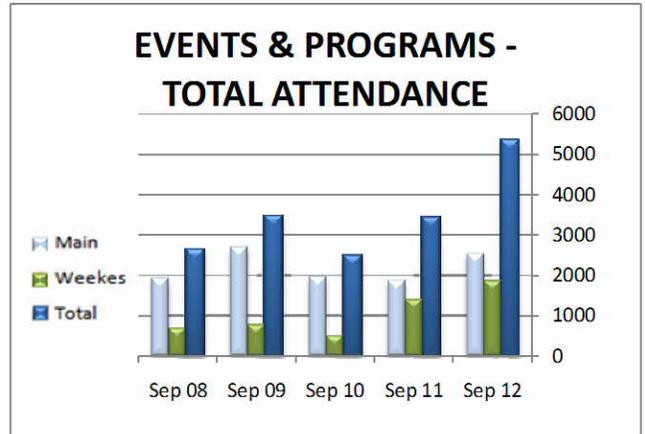
**COMPUTER USE**

	Main	Weekes	Total
Sep 12 Hrs Used	3727	1738	5465
Sep 12 # of Sessions	5587	3115	8702
Average session (Minutes) Sep 12	40.0	33.5	37.7
Sep 11 Hrs Used	4144	2015	6159
Sep 11 # of Sessions	7167	3428	10595



**EVENTS & PROGRAMS - TOTAL ATTENDANCE**

	MAIN	WEEKES	Longwood	TOTAL
Sep 12	2533	1869	944	5346
Sep 11	1875	1407	155	3437
Sep 10	1960	511		2471
Sep 09	2693	784		3477
Sep 08	1929	698		2627

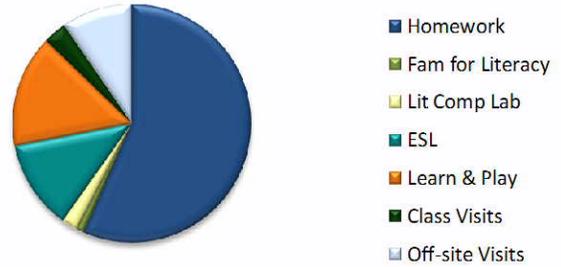


## EDUCATIONAL PROGRAMS

### EDUCATIONAL PROGRAM ATTENDANCE

	MAIN	WEEKES	Longwood	TOTAL
Homework	359	456	944	1759
Fam for Literacy	32	0		32
Lit Comp Lab	68	0		68
ESL	0	377		377
Learn & Play	324	150		474
Class Visits	22	77		99
Off-site Visits	162	136		298
<b>TOTAL</b>	<b>967</b>	<b>1196</b>	<b>944</b>	<b>3107</b>

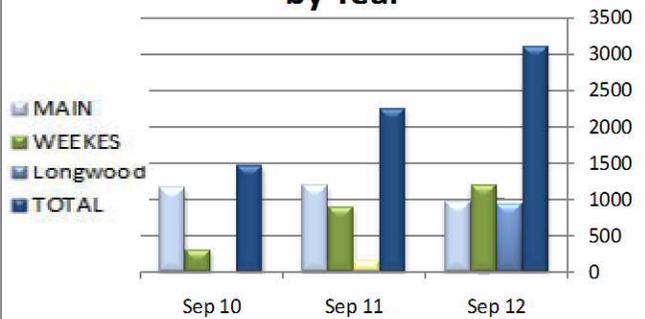
### Educational Program Attendance



### EDUCATIONAL PROGRAM ATTENDANCE BY YEAR

	MAIN	WEEKES	Longwood	TOTAL
Sep 12	967	1196	944	3107
Sep 11	1197	897	155	2249
Sep 10	1161	307		1468

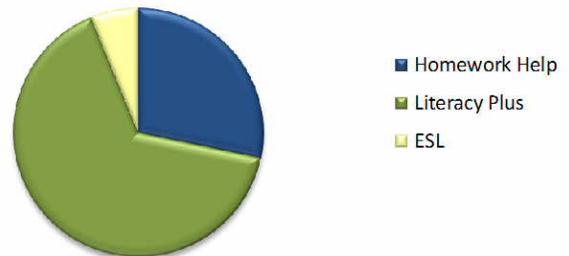
### Educational Program Attendance by Year



### EDUCATIONAL VOLUNTEER HOURS

	MAIN	WEEKES	Longwood	TOTAL
Homework Help	183	87	114	384
Literacy Plus	890	0		890
ESL	0	84		84
<b>TOTAL</b>	<b>1,073</b>	<b>171</b>	<b>114</b>	<b>1,358</b>

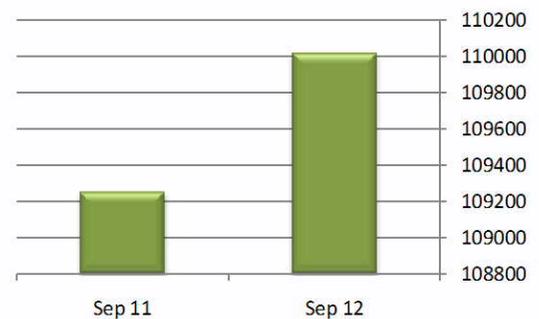
### Educational Volunteer Hours



### REGISTERED BORROWERS

	New	TOTAL
Sep 12	1401	110015
Sep 11	1079	109250

### Registered Borrowers



**IN THE SPOTLIGHT - NOVEMBER 2012**

## **Poetry Workshop at the Main Library: "Finding Your Own Poetic Voice"**

Saturday, November 10 @ 1:00 - 2:30 p.m.



Develop your poetic voice in a workshop with Oakland poet Judith Offer. Carefully examine poems of well-known poets, looking for the elements of each poet's style, so you can make choices of style in your own work. All interested poets of any amount of experience are welcome to this free workshop.

Following the workshop, Judith Offer will serve as the guest facilitator of the peer writers' group. Bring your own work to share if you wish to participate in the meeting.

Judith Offer has published 5 books of poetry, and her work has appeared in many magazines and broadcast on National Public Radio.

Advance registration for the 1 pm workshop is required. To register, or for more information, call 510-881-7980.

## **Writers' Group at the Main Library**

Saturday, November 10 @ 2:45 - 4:00 p.m.

Monday, November 26 @ 6:00 - 7:30 p.m.

Get feedback on your original writing in a peer-supported writers' group facilitated by poet and playwright Judith Offer (Nov. 10) and local writer Leticia Garcia Bradford (Nov. 26). Get the support you need to help you stay on track with your writing, whether it's fiction, non-fiction, or poetry. Bring 5-10 copies of the piece you wish to share with the group. *Sponsored by the Friends of the Hayward Public Library.*

## **The library will be closed:**

- Monday, November 12
- Wednesday, November 21 @ 6:00 p.m.
- Thursday, November 22
- Friday, November 23
- Saturday, November 24



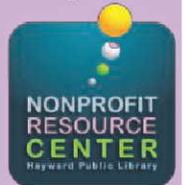
## **NonProfit Resource Center Workshops**

Tuesdays @ 1:00 - 3:00 p.m. at Main Library

- November 6: Getting Ready for Foundation Fundraising
- November 20: Foundations and their Roles in Philanthropy

The NonProfit Resource Center is pleased to bring these free workshops from the Foundation Center to the Hayward Public Library. These workshops will cover a variety of topics of interest to people involved in nonprofits. Watch for more upcoming workshops in the next few months.

For more information and a complete schedule please email Trudy Toll at [trudy.toll@hayward-ca.gov](mailto:trudy.toll@hayward-ca.gov). Or call her at -510-881-7974.



## **OVERCOME YOUR FUNDRAISING HURDLES**



## **Check out a Chromebook!**

Chromebooks, simple laptop computers based on Google's Chrome browser and operating system, can be checked out at the library beginning in mid-October! Hayward Public Library has been selected to participate in a pilot project conducted by the California State Library in cooperation with Google. Library users will be able to check out a Chromebook and use it in the library.



Chromebooks are fast, secure and easy to use. They do not run traditional software or store files. Instead, they connect to the Internet via the library's WiFi, where software and documents are stored in "the cloud." You can use your free Google account or use Guest mode (for those without Google accounts).

Ask a library staff member how you can check out a Chromebook!



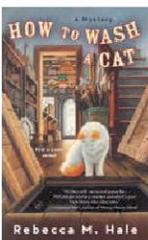
## LIBRARY PROGRAMS

### Mystery Novels by Women:

#### *How to Wash a Cat*

Tuesday, November 6

11:30 a.m. at Le Paradis Bakery  
(D St. and Mission)



The first book of author Rebecca Hale's cozy mystery series, each of which features an aspect of California History, is set in an antique shop in modern day San Francisco and includes a puzzled accountant

heroine, the tale of a Gold Rush legend, a pair of tulip-shaped cufflinks, an enigmatic uncle, a persistently obnoxious neighbor, an inartfully stuffed kangaroo, and, of course, the washing of a cat.

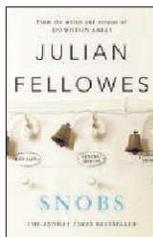


### Mostly Literary Fiction:

#### *Snobs*

Wednesday, November 7

Two meetings: Noon at Peet's Coffee (B Street and Mission) & 6:30 p.m. at Main Library



From the award-winning screenwriter of *Gosford Park* and the creator of *Downton Abbey* comes this superbly observed novel of an insider's look at a contemporary England that is still not as classless as is popularly supposed. The best comedies of manners are often deceptively simple, seamlessly blending social critique with character and story. This astute portrait of the intersecting worlds of aristocrats and actors confirms Fellowes as an irresistible storyteller and a witty chronicler of modern manners. (Note change of regular meeting date.)



Need help with reading, writing, or spelling?

You can get FREE tutoring if:

- You read below the 8th grade level
- You can speak English
- You are 18+ and not in high school
- You never went to college

Call 510-881-7910

Literacy Plus -  
Hayward Public Library



### English Conversation Groups

Come and practice speaking English with others who are learning.

All levels are welcome.

No registration is required.

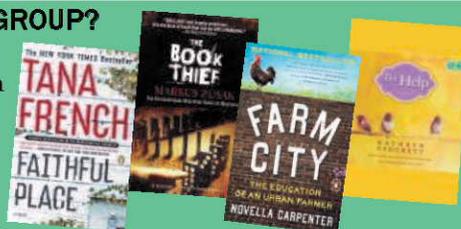
Monday - Thursday @ 5:00 - 7:00 p.m.  
Day Labor Center (680 Tennyson Rd.)

Saturday @ 10:15 - 12:00 noon  
Weekes Library

Contact [Jami.Hiller@hayward-ca.gov](mailto:Jami.Hiller@hayward-ca.gov)  
or 510-583-5505 for more information.

### WANT TO START YOUR OWN BOOK GROUP?

The library has multiple copies of many of our previous book discussion titles, ready for your group to check out and start reading. Ask at the Information Desk and a librarian will show you.



### TXT FRM YR LIB

Would you like to get a text message when your holds are ready for pickup or your checked out items are almost due? Sign up for the ShoutBomb service. It's easy. Just text the word **SIGNUP** to [hpl@shoutbomb.com](mailto:hpl@shoutbomb.com) and follow the prompts to get started.

## DID YOU KNOW?

Are you buying a new car, seeking a new cell phone, or trying to choose between blenders? If so, be sure to visit our webpage for access to Consumer Reports online. You can read expert, unbiased reviews of thousands of consumer products, find the safest products for your family, and learn about product recalls.

Use Masterfile Complete (visit our webpage at [library.hayward-ca.gov](http://library.hayward-ca.gov) and click on Online Resources) for access to full issues from January 1991-the present. Not sure how? Stop by or call the Information Desk, and one of the librarians will be happy to help you!

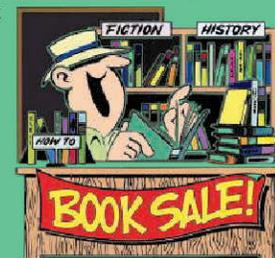
### Get a Great Deal on Books!

Saturday, November 10 & 17

9:00 a.m. - 1:00 p.m.

C Street & Watkins

Friends of the Hayward Library book sales are held at the downtown Farmers Market on the second and fourth Saturday of each month. In case of rain, the sale will be in front of the Main Library.



## YOGA

### Laughter Yoga

Saturday, November 3  
3:00 p.m. at Main Library

A free Laughter Yoga workshop is presented monthly by Lydia Gonzales at the Hayward Public Library. Come and join in the laughter, reduce stress and learn that silliness is great for your health.



Find us on  
**Facebook**

[www.facebook.com/haywardpubliclibrary](http://www.facebook.com/haywardpubliclibrary)



Follow me on  
**Twitter**  
@HaywardLib

## LEGAL ADVICE

### Lawyer in the Library

Sat., Nov. 3 @ 12:00 - 2:00 p.m. at Main Library  
Mon., Nov. 5 @ 6:00 - 7:45 p.m. at Main Library  
Tue., Nov. 20 @ 6:00 - 7:45 p.m. at Weekes



Do you need free legal advice? Don't know where to begin? Get 15 minutes of free legal advice at the Hayward Public Library with a licensed attorney. Onsite registration required.

Space is limited. Consultation is assigned by lottery. *Lawyer in the Library* is sponsored by the Alameda County Bar Association. Call 510-881-7980 for more information. Registration for the sessions begins 30 minutes before the first session.

# JUST FOR TEENS – NOVEMBER 2012

## Self Defense for Girls

Saturday, November 10  
2:00 p.m. — 4:00 p.m.  
Weekes Branch Library



Are you a girl between the ages 11 and 18? Have you ever wanted to learn how to defend yourself? Well here's your chance! This free workshop led by women Tae Kwon Do instructors will teach simple techniques to help you defend yourself in sticky situations. Participants will learn how to hurt an attacker enough to be able to run away and get help. *This event is hosted by the Alameda County Junior Commission on the Status of Women.* To register call 510-293-5366, or email [rob.spitzel@hayward-ca.gov](mailto:rob.spitzel@hayward-ca.gov)



## Teen Advisory Group (TAG)

Wednesday, November 7  
4:00 p.m. at Weekes Branch  
6:30 p.m. at Main Library

*Want a say in how the library works for you? You can help plan teen events, choose books, music and movies, and more!*

*We also offer community service credit for participation in TAG.  
Open to grades 7-12.*

## Get Your Game On!

Wednesdays, November 14 and 28  
2:00 p.m. — 3:00 p.m.  
Weekes Branch



*Wii and X-Box 360 Kinect games on the big screen!*

# Teen Activity Zone

Wednesdays  
November 7, 14, & 28  
1:15 p.m. — 3:00 p.m.  
Main Library

**Gaming, Crafts,  
& Snacks!**

Presented in partnership with the  
Hayward Area Recreation and Park District (H.A.R.D.)

# FAMILY EVENTS - NOVEMBER 2012

**Rising Readers (Grades 3-4)**  
Friday, November 2  
3:30 p.m. - 4:30 p.m. at the Main Library

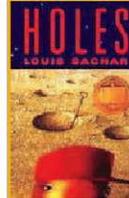


**The Bad Beginning: Or, Orphans!**  
by Lemony Snicket

After the sudden death of their parents, the three Baudelaire children must depend on each other and their wits when it turns out that the distant relative who is appointed their guardian is determined to use any means necessary to get their fortune.

Stop by the Children's Desk to receive your free copy of the book.  
**Please note:** Only the first ten children to register for each group will receive a free copy of the book. Please call 881-7947 for more information.

**Story Seekers (Grades 5-6)**  
Friday, November 16  
3:30 p.m. - 4:30 p.m. at the Main Library



**Holes** by Louis Sachar

As further evidence of his family's bad fortune which they attribute to a curse on a distant relative, Stanley Yelnats is sent to a hellish correctional camp in the Texas desert where he finds his first real friend, a treasure, and a new sense of himself.

Stop by the Children's Desk to receive your free copy of the book.  
**Please note:** Only the first ten children to register for each group will receive a free copy of the book. Please call 881-7947 for more information.

There will be no Youth Services programming from Monday, November 19, 2012 — Saturday, November 24, 2012

Programs will return on Monday, November 26, 2012.

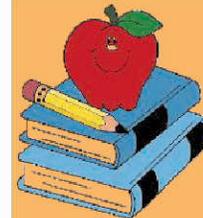


**Family Weekend Wii**  
Saturday, November 17  
2:00 p.m.  
at Weekes Branch

Wii games for the whole family!  
All ages are welcome.



Homework Support Center will be closed from Monday, November 19 — Thursday, November 22



HSC will be back on Monday, November 26.

## Cuentos en Español

**Aprende y Juega en Español**

(Edades: nacimiento — 5 años)

Registración Requerida  
Sesiones duran ocho semanas.

Lunes 12:30 p.m. at Sucursal  
Lunes 1:45 p.m. at Sucursal  
Jueves 1:30 p.m. at Principal

Para mayor información,  
por favor llame al 510-881-7943.

**Cuentos Bilingües (Ingles/Español)**

(Edades: nacimiento — 5 años)

Miércoles 1:30 p.m. Principal

**Cuentos y Arte en Español**

(Edades: nacimiento — 5 años)

Sábado 11:30 a.m. Sucursal



## STORY TIMES

**Bedtime Stories**

(all ages)

Tuesday 6:30 p.m. at Main

**Bilingual Stories**

(English/Spanish)

(5 years and under)

Wednesday 1:30 p.m. at Main

**Learn & Play Group**

(ages birth — 36 months)

Space is limited, advance registration required.

Registration is at the end of the current month for the next month.

Monday 11:15 a.m. at Weekes

Thursday 10:15 a.m. at Main

Thursday 11:30 a.m. at Main



**Music and Movement**

(ages birth — 6)

Friday 10:30 a.m. at Weekes

**NOTE:** Music and Movement is on a break at the Main Library. It will be back in January 2013.



**Preschool Stories**

(ages 3 — 5)

Tuesday 11:30 a.m. at Main

Thursday 11:30 a.m. at Weekes



**Rhythm and Rhyme**

(all ages)

Tuesday 11:30 a.m. at Weekes