



CITY OF
HAYWARD
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CITY OF HAYWARD LIBRARY COMMISSION

Main Library Meeting Room
835 C Street, Hayward, CA 94541
May 20, 2013
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 April 15, 2013**
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 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.
6. **Report from Director of Library and Community Services**
7. **Friends of the Hayward Public Library Report**

Report on the activities of the Friends of the Hayward Public Library.
8. **Library Commission Report**

Report on Library activities in which Commissioners have been engaged.
9. **Old Business**
 - Library and Community Learning Center Design Visualization
 - Library statistical data
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
 Hayward Public Library
 835 C Street, Hayward CA 94541

April 15, 2013

1. **Call to Order:** Commission Chair Kari McAllister called the meeting to order at 6:30 p.m.
2. **Pledge of Allegiance:** Commissioners recited the Pledge of Allegiance.
3. **Attendance: X=Present O=Absent**

Commissioner	Attendance this Meeting	Present to Date Regular Meetings	Absent to Date Regular Meetings	Attendance Special Meetings
Linda Bennett	X	6	1	0
Lisa Brunner	O	6	1	0
Peter Bufete	X	6	1	0
Kelly Greenne	X	6	1	0
Judy Harrison	X	7	0	0
Kari McAllister	X	6	1	0

City Staff: Sean Reinhart, Director of Library and Community Services
 Rachael McNamara, Admin. Secretary for Library and Comm. Services

City Council Liaison: Council Member Mark Salinas

4. **Approval of Minutes of Meeting of March 18, 2013**
 It was moved and seconded to approve the meeting minutes of March 18, 2013.
5. **Public Comment.** No public comments were made.
6. **Report from the Director of Library and Community Services.**
 The Seed Lending Library kick off occurred on Saturday, April 13th and was attended by approximately 300 to 400 people.

Hayward Library Commission

April 15, 2013

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7. Friends of the Hayward Public Library Report.

The FoHPL brought in approximately \$2,600 in the month of March in both sales and donations. The new branded 4GB flash drives have been received with the FoHPL logo on them and will be sold for \$10 each.

8. Library Commission Report.

Commissioner Harrison reminded the Commissioners that it is currently National Library Week. Commissioner Greenne requested to know the status of the Restaurant Walk fundraiser. Director Reinhart reported that the Spring Restaurant Walk is cancelled.

9. Old Business.

Director Reinhart reported that the "Library Visualization" will remain a running item on the agenda until the City Council work session in July and that the final product is nearly complete. Director Reinhart provided Commissioners a set of statistics regarding library usage in FY 2012 and comparing the data to FY 2007.

10. City Council Liaison Report.

Councilman Salinas reported resident responses to the Loop traffic project.

11. Agenda Building

- Report on the new Homework Centers at Harder and Park Elementary Schools
- Budget Process Update
- Library and Community Learning Center Design Visualization
- Library and Statistical Data

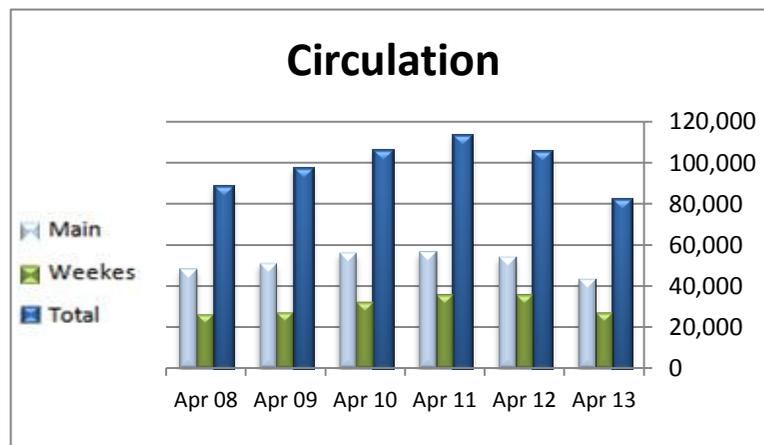
12. Adjournment:

The meeting adjourned at 7:50 PM

CIRCULATION

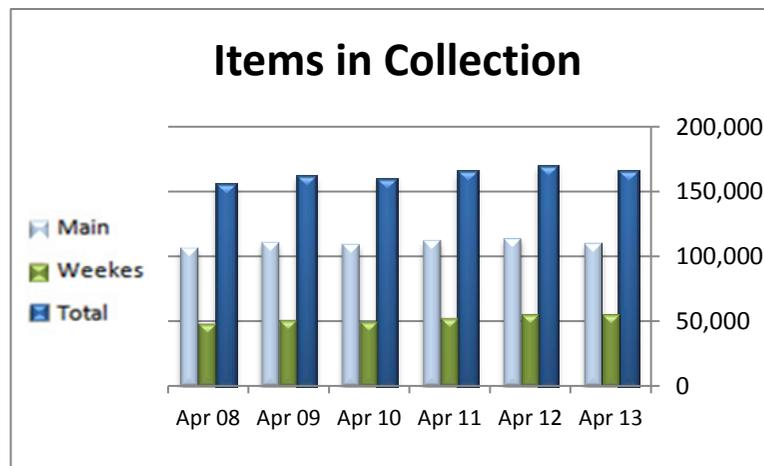
	Main	Weekes	Total
Apr 13	43,585	27,058	81,939
Apr 12	54,288	35,797	105,534
Apr 11	56,831	35,824	113,188
Apr 10	56,297	32,247	106,014
Apr 09	51,165	27,411	97,385
Apr 08	48,505	26,361	88,517

*Total includes web renewals, inhouse, ebooks



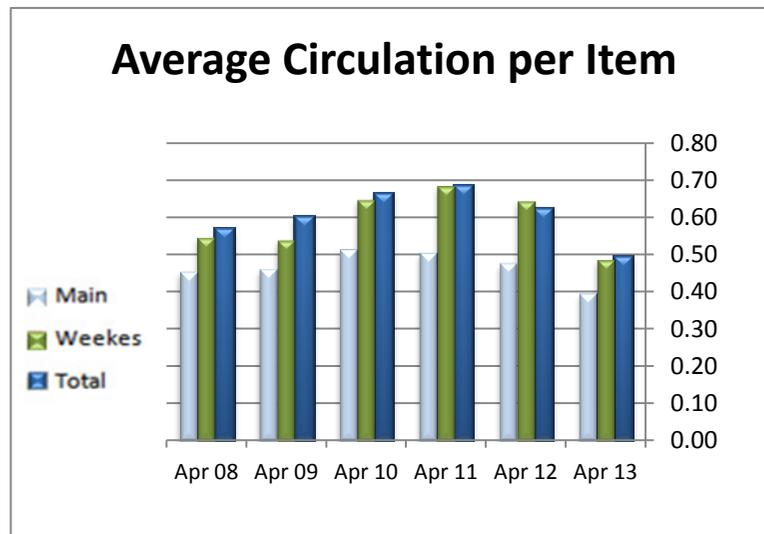
ITEMS in COLLECTION

	Main	Weekes	Total
Apr 13	110,308	55,507	165,815
Apr 12	114,001	55,483	169,484
Apr 11	112,694	52,317	165,011
Apr 10	109,609	49,772	159,381
Apr 09	111,022	50,818	161,840
Apr 08	106,991	48,177	155,168



AVERAGE CIRCULATION per ITEM

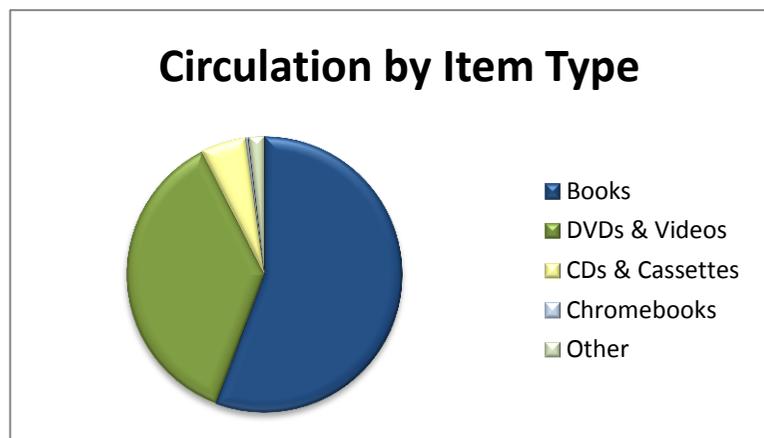
	Main	Weekes	Total
Apr 13	0.40	0.49	0.49
Apr 12	0.48	0.65	0.62
Apr 11	0.50	0.68	0.69
Apr 10	0.51	0.65	0.67
Apr 09	0.46	0.54	0.60
Apr 08	0.45	0.55	0.57



CIRCULATION by ITEM TYPE

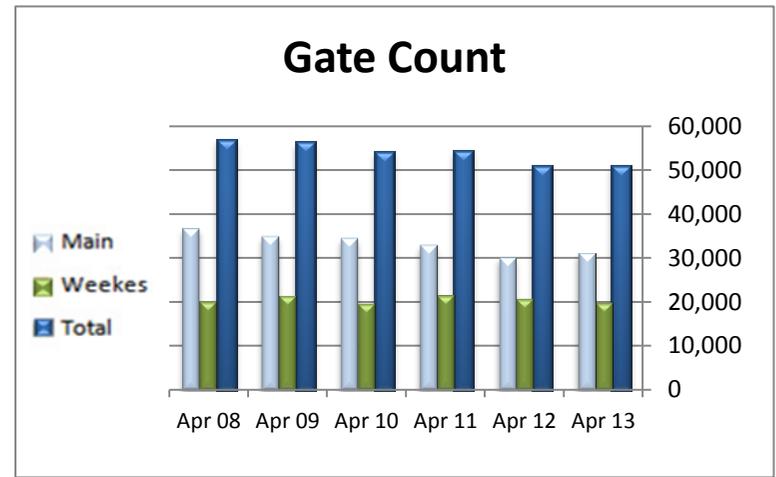
Books	33,322
DVDs & Videos	22,018
CDs & Cassettes	3,198
Chromebooks	202
Other	1,065

(Only Includes Regular Circulation)



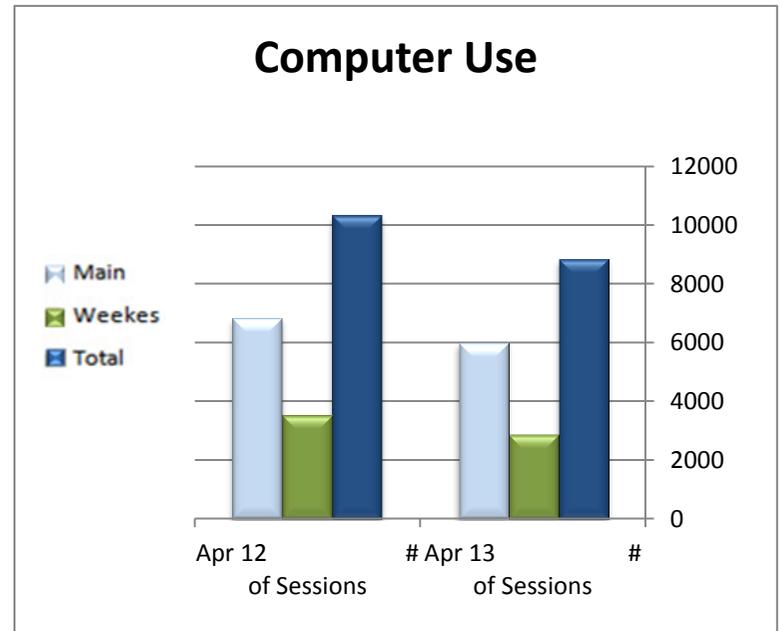
GATE COUNT

	Main	Weekes	Total
Apr 13	31,062	19,717	50,779
Apr 12	30,056	20,652	50,708
Apr 11	32,880	21,396	54,276
Apr 10	34,462	19,531	53,993
Apr 09	34,817	21,312	56,129
Apr 08	36,664	19,962	56,626



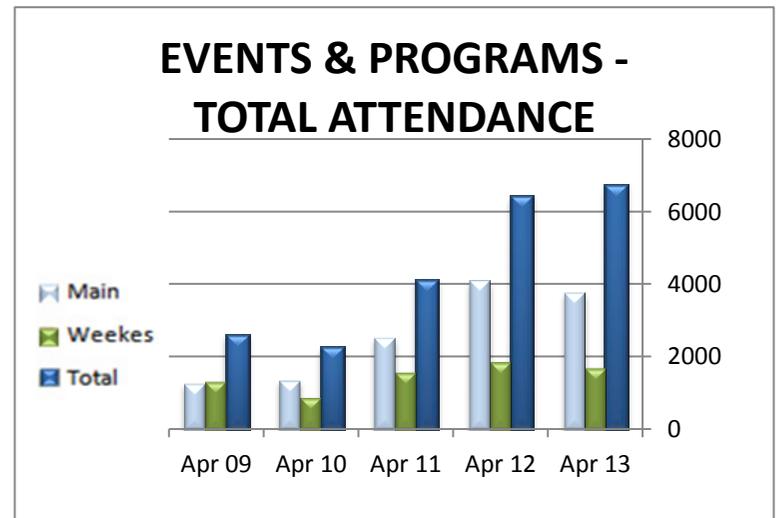
COMPUTER USE

	Main	Weekes	Total
Apr 13 Hrs Used	4509	1647	6156
Apr 13 # of Sessions	5979	2854	8833
Average session (Minutes) Apr 13	45.2	34.6	41.8
Apr 12 Hrs Used	3859	1931	5790
Apr 12 # of Sessions	6813	3509	10322



EVENTS & PROGRAMS - TOTAL ATTENDANCE

	MAIN	WEEKES	Schools*	TOTAL
Apr 13	3753	1682	1270	6705
Apr 12	4087	1843	476	6406
Apr 11	2524	1562		4086
Apr 10	1358	886		2244
Apr 09	1264	1308		2572



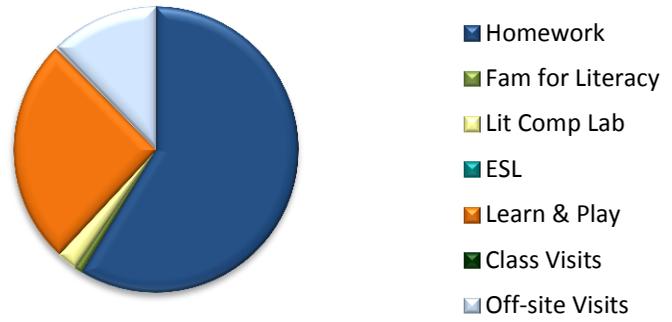
*Homework Centers at Harder & Park Schools began April 2013

EDUCATIONAL PROGRAMS

EDUCATIONAL PROGRAM ATTENDANCE

	MAIN	WEEKES	Schools*	TOTAL
Homework	322	356	1270	1948
Fam for Literacy	0	31		31
Lit Comp Lab	78	0		78
ESL	0	0		0
Learn & Play	440	410		850
Class Visits	8	0		8
Off-site Visits	271	136		407
TOTAL	1119	933	1270	3322

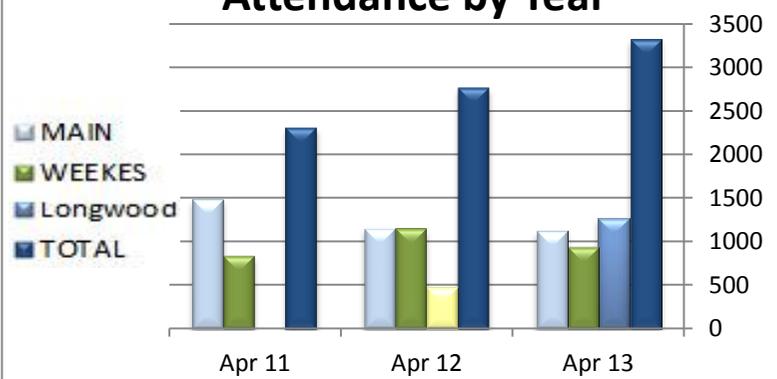
Educational Program Attendance



EDUCATIONAL PROGRAM ATTENDANCE BY YEAR

	MAIN	WEEKES	Schools*	TOTAL
Apr 13	1119	933	1270	3322
Apr 12	1149	1141	476	2766
Apr 11	1481	831		2312

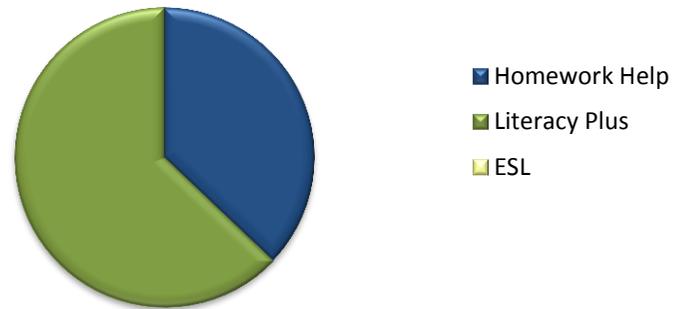
Educational Program Attendance by Year



EDUCATIONAL VOLUNTEER HOURS

	MAIN	WEEKES	Schools*	TOTAL
Homework Help	198	92	235	525
Literacy Plus	890	0		890
ESL	0	0		0
TOTAL	1,088	92	235	1,415

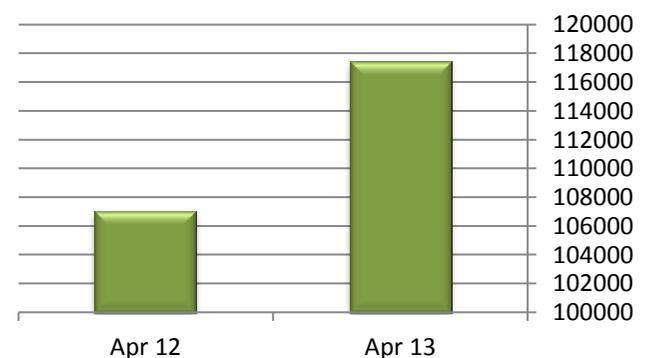
Educational Volunteer Hours



REGISTERED BORROWERS

	New	TOTAL
Apr 13	815	117432
Apr 12	817	107101

Registered Borrowers



*Homework Centers at Harder & Park Schools began April 2013