



LIBRARY COMMISSION

Main Library Meeting Room
835 C Street, Hayward, CA 94541
June 15, 2015
6:30 PM

A G E N D A

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Approval of Minutes from the March and April Meetings**
- 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. New Business**
 - a. 21st Century Library Project Update – Bid Process Presentation**
- 7. Reports**
 - a. Director of Library and Community Services**
 - b. Friends of the Hayward Public Library**
 - c. Library Commissioners**
 - d. City Council Liaison**
- 8. Agenda Building**
- 9. Adjournment**



CITY OF
HAYWARD
 HEART OF THE BAY

LIBRARY COMMISSION

MEETING MINUTES
 REGULAR MEETING OF APRIL 20, 2015
 MAIN LIBRARY MEETING ROOM
 835 C STREET, HAYWARD, CA 94541

I. CALL TO ORDER.

Commissioner McAllister called the meeting to order at 6:30pm.

II. PLEDGE OF ALLEGIANCE.

All in attendance recited the Pledge of Allegiance.

III. ROLL CALL

X = Present **O** = Absent

Commissioner	Attendance This Meeting	Present to Date Regular Meetings	Absent to Date Regular Meetings	Attendance Special Meetings
Shelby Bergeron	X	6	0	0
Lisa Brunner	X	5	1	1
Peter Bufete	O	4	2	1
Briggette Lowe	X	6	0	1
Kari McAllister	X	4	2	0
Iris Murillo	X	5	1	1
Pedro Reynoso	X	5	1	0

City Staff:

Sean Reinhart, Director of Library and Community Services
 Greg Jones, City of Hayward Councilmember

IV. APPROVAL OF MINUTES

Approval of minutes was deferred until the next Regular Library Commission Meeting.

V. PUBLIC COMMENT

John Mburu, local resident, introduced himself to the Commission as an observer.

VI. REPORTS

Director Reinhart reported that the Friends of the Library have engaged consultant Brakeley Briscoe, Inc., to conduct a fundraising feasibility study for a potential campaign to support the new library project.

Commissioner Lowe asked if it would be possible for Library Commissioners to attend a library staff “All Hands” meeting to provide opportunity for staff and Commissioners to meet and get to know each other. Director Reinhart agreed that this is a good idea and would look into scheduling.

Councilmember Jones shared his perspective and reported some additional details and insight about the Council’s CWA action of April 14.

Commissioner Murillo asked for more information about how the construction bid and selection process works. Commissioner Reynoso asked whether the Library Commission would be directly involved in the bid evaluation and selection process. Director Reinhart reported that bid evaluation and selection is a complex and exacting process which is typically handled by the Public Works Department staff, mainly due to the highly technical nature of the bid process but also to avoid or minimize the possibility of challenges by contractors who bid on the project but are not selected. Councilmember Jones suggested that a Public Works Department report could be placed on an upcoming agenda to provide more information and details to the Library Commission about how the bid and selection process works.

VII. AGENDA BUILDING

Report from City of Hayward Public Works Department – Construction bid, evaluation, and selection process

VIII. ADJOURNMENT.

The meeting adjourned at 7:05 pm.



CITY OF
HAYWARD
 HEART OF THE BAY

LIBRARY COMMISSION

MEETING MINUTES
 REGULAR MEETING OF MARCH 16, 2015
 MAIN LIBRARY MEETING ROOM
 835 C STREET, HAYWARD, CA 94541

I. CALL TO ORDER.

Commissioner McAllister called the meeting to order at 6:30pm.

II. PLEDGE OF ALLEGIANCE.

All in attendance recited the Pledge of Allegiance.

III. ROLL CALL

X = Present **O** = Absent

Commissioner	Attendance This Meeting	Present to Date Regular Meetings	Absent to Date Regular Meetings	Attendance Special Meetings
Shelby Bergeron	X	5	0	0
Lisa Brunner	X	4	1	1
Peter Bufete	X	4	1	1
Briggette Lowe	X	5	0	1
Kari McAllister	O	3	2	0
Iris Murillo	X	4	1	1
Pedro Reynoso	O	4	1	0

City Staff:

Sean Reinhart, Director of Library and Community Services
 Greg Jones, City of Hayward Councilmember

IV. APPROVAL OF MINUTES

Commissioner Brunner observed a typographical error on page 2, paragraph 4, in which the word “about” was misspelled as “out”. Commissioner Lowe observed on page 2, paragraph 5, that a statement about a recent Parrot Show was misattributed to Commissioner Murillo; the correct attribution for that statement is Commissioner Lowe. The minutes with those corrections were moved by Commissioner Lowe and seconded by Commissioner Brunner. Approved 5-0-0.

V. PUBLIC COMMENT

None

VI. REPORTS

Director Reinhart updated the Commission about the 21st Century Library and Community Learning Center and Heritage Plaza Arboretum project. The project is scheduled to go to City Council for approval of plans and specifications and call for bids on May 26, 2015.

Director Reinhart updated the Commission about the Friends of the Library’s plans to conduct a fundraising feasibility study to assess the possibility of a fundraising campaign to further support the 21st Century Library project.

VII. AGENDA BUILDING

- Update of the Friends of the Library fundraising study

VIII. ADJOURNMENT.

The meeting adjourned at 7:40 pm.