

**City of Hayward Library Commission  
FY2024-2025 DRAFT Agenda Plan**

Updated by JK 05-12-2025

<b>MEETING DATE 6:30 – 8:00 PM</b>	<b>PROPOSED AGENDA TOPICS (Topics include discussion and information items)</b>
September 16, 2024	<ul style="list-style-type: none"> <li>• Introduction of new and reappointed Commissioners</li> <li>• Brown Act update</li> <li>• Library Commission 2024-25 Agenda Plan</li> <li>• Review Welcome Packet</li> </ul>
October 21, 2024	<ul style="list-style-type: none"> <li>• Discussion of Commission goals</li> <li>• Presentation on HPL Strategic Plan</li> </ul>
November 18, 2024	<ul style="list-style-type: none"> <li>• Review Welcome Packet</li> <li>• DEI basics</li> <li>• Report on eBooks and Databases</li> </ul>
December 16, 2023	<ul style="list-style-type: none"> <li>• Commission Recess</li> </ul>
January 27, 2025 20 <sup>th</sup> is MLK Jr. Day	<ul style="list-style-type: none"> <li>• Mid-Year Budget Review</li> <li>• Annual report and statistics for 2024</li> <li>• Volunteer Opportunities</li> <li>• Update on Libraries &amp; Immigration Issues</li> </ul>
February 24, 2025 17 <sup>th</sup> is Presidents' Day	<ul style="list-style-type: none"> <li>• Budget enhancement requests for FY25</li> <li>• Report on Weekes improvement project</li> <li>• Technology Programs/Makerspace update</li> </ul>
March 17, 2025	<ul style="list-style-type: none"> <li>• Programming for Adults and Seniors</li> <li>• Community Bulletin Board Policy</li> <li>• National Library Workers Week – Ideas for Commissioner Support</li> </ul>
April 21, 2025	<ul style="list-style-type: none"> <li>• <del>Patron Code of Conduct &amp; Enforcement guidelines (If updated &amp; necessary)</del></li> <li>• Unattended Children in the Library Policy</li> <li>• Report on Bookmobile and Outreach services</li> <li>• IMLS &amp; State Library Update</li> </ul>
May 19, 2025	<ul style="list-style-type: none"> <li>• Homework Support Center Report</li> <li>• Pre-K/Children's/Teen Programs (including Summer slide/Summer reading)</li> </ul>
June 16, 2025	<ul style="list-style-type: none"> <li>• Friends of Hayward Library Report</li> <li>• Literacy Plus Council report</li> <li>• Adult Literacy &amp; ESL Services report</li> </ul>
July 21, 2025	<ul style="list-style-type: none"> <li>• Banned Books Week</li> <li>• Special Meeting + Year-end Commission Dinner</li> </ul>
August 18, 2025	<ul style="list-style-type: none"> <li>• Recess</li> </ul>

UNSCHEDULED ITEMS	
•	Branchlets update
•	Heritage Plaza Update including Russell City Art Installation
•	Project possibilities for commissioners
•	Collection Development Policy (To be completed by December 2025)
•	Computer use Policy (Feb 2026 or when changes are made)
•	Banned Books Week – Ideas for Commissioner Support (September 2025)