

City of Hayward Library Commission
FY2022-2023 Draft Agenda Plan

Updated MDB 2023-05-08

MEETING DATE 6:30 – 8:00 PM	PROPOSED AGENDA TOPICS
September 19, 2022 (Via Zoom)	• Introduction of new and reappointed Commissioners • Library Commission 2021 Agenda Plan • Weekes Needs Assessment update • Review Best Practices • Meeting Room Fee Schedule/Policy update
October 17, 2022 (Via Zoom)	• Bookmobile • Election of Officers • Discussion of Commission goals • Presentation on event marketing/outreach methods • Revisit Best Practices
November 21, 2022 (Via Zoom)	• Review Library Privacy/Confidentiality Policy • Update on Library Security • Meet Hayward Youth Poet Laureate
December 19, 2022	• Commission Recess
January 23, 2023 16 th is MLK Jr. Day	• Mid-Year Budget Review • Presentation on Heritage Plaza/Russell City Art Installation • Commissioner Volunteer Opportunities • Review Annual report to State Library • Report from Meeting Room Committee
February 27, 2023 20 th is Presidents' Day	• Literacy Plus Council report • Weekes Branch update • Vote for Commission Vice Chair • Commission Liaison for Russell City Art Committee
March 20, 2023	• Technology Programs/Makerspace update • Budget Priorities for FY24 • Review of Commission Best Practices • Update from Letter Writing Subcommittee • Recommendation to write to Council RE: AB2449 in-person meetings • Commission Meeting day/time change
April 17, 2023	• Review Customer Code Policy • Update on Library Security
May 15, 2023	• Homework Support Center Report • Presentation on Youth and Teen Programs (including Summer Reading) • Letter Writing Committee Update
June 26, 2023 June 19 th is Juneteenth	• Adult Literacy Services report • Friends of Hayward Library Report • Weekes Branch Assessment update (regarding funding) • Commission Best Practices Update RE: Appointing committees leads

July 17, 2023	• Year-end Commission Dinner
August 21, 2023	• Recess

UNSCHEDULED ITEMS	
•	Branchlets update
•	Adult Programing and Outreach
•	Mentoring for students interested in becoming Librarians
•	Project possibilities for commissioners
•	Hours & Staffing update
•	Heritage Plaza Update