



# CITY OF HAYWARD

Hayward City Hall  
777 B Street  
Hayward, CA 94541  
www.Hayward-CA.gov

## Minutes

### Library Commission

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**June 17, 2024**

**6:30 PM**

**City Hall  
Meeting Room 2A**

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#### CALL TO ORDER

Commission Chair Goward called the meeting to order at 6:30 pm

#### PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

#### AB 2449 TELECONFERENCE NOTIFICATIONS AND CONSIDERATION

No notifications or considerations to report/discuss.

#### ROLL CALL

Present: Commissioners Priscilla Banks (6:42), Dominique Dozier, Carl Gorringer, Shonda Goward, Sofy Navarro, Crystal Porter, Shareen Purcell, and Suresh Sangiah and Councilmember Julie Roche

Absent: Commissioner Marhya Kelsch and Kelly Sullivan

Staff: Jayanti Addleman, Director of Library Services  
Melissa Burkley, Management Analyst I  
Jina Kim, Administrative Secretary  
Lindsey Vien, Deputy Director of Library Services  
Jessie Wu, Literacy Program Coordinator

Visitors: Stephen Omondi, President of Literacy Plus Council  
Peter Bufete, President Friends

#### APPROVAL OF MINUTES

**MIN 24-064** Library Commission Meeting Minutes of May 20, 2024

Motioned by Commissioner Purcell to approve the May 20, 2024, Library Commission Minutes: seconded by Commissioner dozier. Passed 7-0-0.

#### PUBLIC COMMENTS

There being no general public comments, Chairperson Goward opened and closed the public comment period at 6:32 pm.

#### NEW BUSINESS

- a. Adult Literacy & ESL Services Report
  - Presentation led by Jessie Wu
  - Question & Answer Portion
    - Statistic of non-English speaking citizens in Hayward.
    - Did the pandemic have a big impact on the ESL programs?
      - A decrease during the pandemic, but with added virtual services, the ESL program continues to grow.
    - Which population has utilized the ESL Program most?
      - Spanish speakers
    - What opportunities are there for individuals who have zero English skills to access

the ESL classes/programs.

- Ed. Services has recognized the need for services for true brand-new English speakers; Conversation are Circles filling some of the need.
  - Does conversation circles/learning go both ways?
    - Exchange of language learning experience is possible, but the purpose of the program is to better the learner with their English skills with the focus on the learner. The Spanish Conversation circles were led by learner from our literacy program.
- b. Friends of Hayward Library Report
- Presentation led by Peter Bufete
  - Question and Answer Portion
    - Friends Bookstore hours and revenue streams discussed.
    - Book donations are welcome
    - The Friends work with Better World Books for processing books that are not sold.
- c. Literacy Plus Council Report
- Presentation led by Stephen Omondi

### OLD BUSINESS

- a. Letter Writing Committee
- Letter regarding our funding requests was sent out Chair Goward.
- b. Report from HARD Partnership Committee
- Review of recommendation
    - First, an ongoing exploration of additional avenues for the library to collaborate with HARD, specifically targeting marginalized youth.
    - Second, document protocols so that they can be used to initiate the exploratory process.
    - Submit protocols for review by the Best Practices Committee and add them to the Best Practices Document. .
- c. Report from Welcome Committee
- Review of welcome packet
    - Will have the document by September Commission Meeting.
- d. Report from CSUEB-Chabot Partnership Committee
- Unable to meet in the last month.

### RECOMMENDATIONS

No recommendations provided

### REPORTS

- a. Library Director
- Pride Month and Juneteenth Proclamations
    - Program this month -Comment Cards, Book Displays, rainbow art program, Black Voices in Opera, and Unique Derique performance
  - Librarian II and lead library assistant positions being filled.
  - Looking for a new tenant at the Library Café
    - Detailed applications open until July 11
    - Representatives from Library Commissions and Friends of the Library to participate.
- b. City Council Liaison
- Districting Process ongoing.
  - FY25 Budget passed

- \$100K addition to Library’s Collection Development budget approved
- Future discussion to extend Measure C.
- SeniorFest was a success
- Ongoing planning for recruitment for City Manager.
- Ongoing discussions of all Commissions best practices and by laws.
- Juneteenth
  - Flag raising at City Hall 6/18 at 12:00 pm
  - City Closure Day
- c. Friends of Hayward Library
  - No report
- d. Library Commissioners
  - Comm. Gorringer term with Library Commission to end this August.
  - Comm. Banks term with Library Commission to end this August.

**AGENDA BUILDING**

- July 15<sup>th</sup> Commission Meeting Dinner
- August recess
- New agenda draft list unveiled at July 15<sup>th</sup> meeting.

**ADJOURNMENT**

The meeting was adjourned at 7:55 p.m.

**NEXT MEETING – July 15, 2024**

<b>Attendance Commissioner</b>	<b>Present at 6/17/2024 Meeting</b>	<b>Meetings Present to Date This Fiscal Year</b>	<b>Meetings Absent to Date this Fiscal Year</b>
Priscilla Banks	✓	7	0
Dominique Dozier	✓	6	1
Carl Gorringer	✓	7	0
Shonda Goward	✓	6	1
Marhya Kelsch**	✓	2	0
Sofy Navarro	-	3	4
Crystal Porter	✓	7	0
Shareen Purcell	✓	7	0
Suresh Sangiah	✓	6	1
Kelly Sullivan*	-	2	1
<b>Council Member</b>			
Julie Roche	✓	6	1

\*Commissioner Sullivan no longer on Commission as of 1/22/24 meeting

\*\*Commissioner Kelsch moving from alternate status to Commissioner as of 2/26/24 meeting