

CITY OF HAYWARD

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

Minutes

Library Commission

October 20, 2025 6:30 PM Downtown Library
Community Learning Center

CALL TO ORDER

Temporary Acting Chairperson Shareen Purcell called the meeting to order at 6:30pm.

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 Jackqueline Felix, Sofy Navarro, Crystal Porter, Shareen Purcell,

Angela Ramos, and Lucretia Whitener.

Absent: Councilmember Julie Roche

Staff: Jina Kim, Administrative Secretary

Lindsey Vien, Acting Director of Library Services

APPROVAL OF MINUTES

MIN 25-083 Library Commission Meeting Minutes of July 21, 2025

Motioned by Commissioner Navarro to approve July 21, 2025, Library Commission Minutes: seconded by Commissioner Purcell. Passed 6-0-0.

PUBLIC COMMENTS

There being no general public comments, Chairperson Purcell opened and closed the public comment period at 6:31 pm.

NEW BUSINESS

- a. Introduction of New and Reappointed Commissioners
 - New Commissioners: Jackqueline Felix, Lucretia Whitener, and Angela Ramos
 - Brief introductions from established commissioners: Shareen Purcell, Sofy Navarro, and Crystal Porter, along with Acting Library Services Director Lindsey Vien.
- b. Review of Digital Welcome Guide
 - Hayward Municipal Code Library Commission (Sec.2-3.52 Powers and Duties)
 - The Library Commission's role is to advocate for and support the library's mission, values, programs, and objectives.
- c. Library Commission 2025-2026 Agenda Plan
 - Proposed Draft Agenda Presented by Lindsey
 - Any adjustments to the draft agenda will be added under Unscheduled Items
 - Mobile Outreach and Marketing and Outreach scheduled for February 2026.
 - Proposed additions to the Draft Agenda Items:
 - Updates on Re-Opening of Weekes to November 2025 Commission meeting
 - Concerns of AI in the Library to Unscheduled Items

- Satellite Library at the Stack Community Center to Unscheduled Items
- d. Discussion of Commission Goals
 - Advocacy for Funding, community liaison, and library support.
 - Importance of commissioner attendance
 - Expand access to HPL Library services to more members of the community through outreach and mobile outreach
 - Increased library visibility throughout Hayward especially in districts that don't have libraries nearby.
 - Encourage youth engagement through teen programs
 - Accessible engagement with the library even for those who already have access to the library.
 - Programs for Senior citizens to get increase engagement.
- e. Presentation of HPL Strategic Plan
 - Presented by Lindsey
 - Q&A:
 - Have options been explored i.e., internships or volunteers to help with the workload
 - Volunteers always have opportunities but cannot take over positions due to conflict of interest with unions
 - Access to social services
 - The library offers Mobile clinics, Community Hub, and other Outreach Programs in response to the increased needs of social services in the community.
 - Circulation and Volunteer Internships
 - Local College students are offered volunteer opportunities to support the library's needs and the individual's need while not conflicting with existing FTE positions.
- f. Election of Officers

Motioned by Commissioner Navarro to move the agenda item to the last item of agenda; seconded by Commissioner Porter. Passed 6-0-0

- Three Nominations for Chairperson: Commissioners Crystal Porter, Purcell, and Ramos for Commissioner Sofy Navarro as Chairperson
- Two nominations for Vice Chairperson: from Commissioners Sofy Navarro and Shareen Purcell for Commissioner Porter.

Motioned by Commissioner Purcell to approve the appointment of Commissioner Navarro as Chairperson and Commissioner Porter as Vice chairperson; seconded by Commissioner Porter. Passed 6-0-0.

OLD BUSINESS

- a. Letter Writing Committee
 - No reports
- b. Report from Welcome Committee

Motioned by Commissioner Porter to dissolve the Welcome Committee as there is no longer a need; Commissioner Purcell seconded, Passed 6-0-0

- c. Report from CSUEB-Chabot Partnership Committee
 - Committee is currently vacant
 - Working with local institutions and exploring partnerships with their academic library institutions.
 - Motioned by Commissioner Purcell to appoint Commissioner Ramos and Commissioner Felix to the subcommittee; seconded by Commissioner Porter 6-0-0.
- d. Report from Budget Support Committee
 - The committee is vacant, previously held by Commissioner Joshua De Miguel.
 - Primarily playing an advocacy role and keeping the Commission apprised of recent City

CITY OF HAYWARD Page 2

Council meetings.

- Appoint a chairperson for this subcommittee after everyone has had an opportunity to watch the next City Council meeting.
- e. Report from Community Outreach Committee
 - Established a link with the regional manager of the organization to link them to HPL resources, especially the communities in need encouraged their group to apply for the bookmobile services.

Motioned by Commissioner Purcell to appoint Commissioner Ramos as Community Outreach Committee; Seconded by Commissioner Navarro. Passed 6-0-0

RECOMMENDATIONS

REPORTS

- a. Library Director
 - Trunk or Treat
 - Community Partners and Commissioners were made aware of the event
 - 10/25 11:00 AM 2:00 PM
 - Hayward's largest community event
 - Community organizations can reach out to the Library's Education Services if interested in participating.
 - Schedules and instructions will be sent out by Ivan Padilla
 - Heritage and Equity Proclamations
 - Library is responsible for reaching out to the Community Based Organizations
 - City Hall Displays
 - No King's Protest on 10/18
 - City's Budget Challenges
- b. City Council Liaison
 - Absent
- c. Friends of Hayward Library
 - Absent
- d. Library Commissioners
 - No reports

AGENDA BUILDING

ADJOURNMENT

The meeting was adjourned at 8:15 PM

NEXT MEETING November 17, 2025

CITY OF HAYWARD Page 3

Attendance Commissioner	Present at 10/20/2024 Meeting	Meetings Present to Date This Fiscal Year	Meetings Absent to Date this Fiscal Year
Jackqueline Felix	✓	2	0
Sofy Navarro	√	1	1
Crystal Porter	√	2	0
Shareen Purcell	√	2	0
Angela Ramos	√	2	0
Lucretia Whitener	√	2	0
Council Member			
Julie Roche	-	0	2

CITY OF HAYWARD Page 4