



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 Jacqueline 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: Jacqueline 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

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- 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

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

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