

CITY OF HAYWARD

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



CITY OF
HAYWARD
HEART OF THE BAY

Revised Agenda - Final

Monday, January 22, 2018

6:30 PM

City Hall, Conference Room 2B

Library Commission

[RPT 18-029](#)

The Agenda for the January 22, 2018 Library Commission Meeting is enclosed.

Attachments:

[Attachment I. Agenda for the January 22, 2018 Library Commission Meeting](#)

CALL TO ORDER**PLEDGE OF ALLEGIANCE****ROLL CALL****APPROVAL OF MINUTES**[MIN 18-017](#)

The Minutes of the December 18, 2017 Library Commission meeting are enclosed.

Attachments:

[Attachment I. Minutes of the December 18, 2017 Library Commission meeting](#)

PUBLIC COMMENTS:

The Public Comment section provides an opportunity to address the Oversight Board on items not listed on the agenda. The Board welcomes your comments and requests that speakers present their remarks in a respectful manner, within established time limits, and focus on issues which directly affect the Board or are within the jurisdiction of the Board as the Board is prohibited by State law from discussing items not listed on the agenda, your item will be taken under consideration and may be referred to staff.

OLD BUSINESS

21ST CENTURY LIBRARY TRANSITION AND OPERATING PLAN FINAL FINAL FORM

NEW BUSINESS

21ST CENTURY LIBRARY VIRTUAL TOUR

LIBRARY COMMISSION 2018 AGENDA PLAN

REPORTS

21ST CENTURY LIBRARY CONSTRUCTION

LIBRARY COMMISSIONERS'

FRIENDS OF HAYWARD LIBRARY

CITY COUNCIL LIAISON

AGENDA BUILDING

OPENING DAY CEREMONIES

LIBRARY POLICIES AND PROCEDURES

THIRD PARTY AGREEMENTS

ADJOURNMENT

Assistance will be provided to those requiring accommodations for disabilities in compliance with the Americans Disabilities Act of 1990. Interested persons must request the accommodation at least 48 hours in advance of the meeting by contacting the City Manager at (510) 583-4300 or TDD (510) 247-3340.



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Hayward City Hall
777 B Street
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File #: RPT 18-029

DATE: January 22, 2018

TO: Library Commission

FROM: Director of Library and Community Services

SUBJECT

The Agenda for the January 22, 2018 Library Commission Meeting is enclosed.

RECOMMENDATION

That the Library Commission review the Agenda for the January 22, 2018 meeting.

ATTACHMENTS

Attachment I. Agenda for the January 22, 2018 Library Commission Meeting

AGENDA
City of Hayward Library Commission
January 22, 2018 @ 6:30 PM
City Hall, Conference Room 2B
777 B Street, Hayward, Calif.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Minutes
 - a. Minutes from the December 18, 2017 Regular Meeting
5. Public Comments*
6. Old Business
 - a. 21st Century Library transition and operating plan
7. New Business
 - a. 21st Century Library virtual tour
 - b. Library Commission 2018 agenda plan
8. Reports
 - a. 21st Century Library construction
 - b. Library Commissioners'
 - c. Friends of Hayward Library
 - d. City Council Liaison
9. Agenda Building
 - a. Opening Day ceremonies
 - b. Library policies and procedures
 - c. Third party agreements
10. Adjournment

** The Public Comments section provides an opportunity to address the Library Commission on items listed on the agenda, as well as other items of interest. The Commission welcomes comments and requests that speakers present their remarks within established time limits. (Individual comments are set at a 3-minute time limit; comments on behalf of a group are set at a 5-minute time limit.) As the Commission is prohibited by State law from discussing items not listed on the agenda, your item will be taken under consideration and may be referred to staff.*



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Hayward City Hall
777 B Street
Hayward, CA 94541
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File #: MIN 18-017

DATE: January 22, 2018

TO: Library Commission

FROM: Director of Library and Community Services

SUBJECT

The Minutes of the December 18, 2017 Library Commission meeting are enclosed.

RECOMMENDATION

That the Library Commission review and approve the Minutes of the December 18, 2017 meeting

ATTACHMENTS

Attachment I. Minutes of the December 18, 2017 Library Commission meeting

MINUTES
City of Hayward Library Commission
December 18, 2017 @ 6:30 PM
City Hall, Conference Room 2A
777 B Street, Hayward, Calif.

Call to order. Commission Chairperson McAllister called the meeting to order at 6:32 pm.

Roll call. Library Commissioners in attendance: Bergeron, Lowe, McAllister, Murillo, Prada, Reynoso and Sharafali. Library Commissioners absent: Bufete and Rogers. Council Liaison in attendance: Council Member Salinas was not in attendance. Staff in attendance: Sean Reinhart and Lara Williams. Visitors in attendance: Carl Gorringer.

Minutes from the November 13, 2017 regular meeting. The minutes were approved as submitted.

Public comments. There were no public comments.

Poetry contest. Director Reinhart reported that the poetry contest deadline for submission is January 30, 2018. He further reported that a panel will convene in February to review the entries submitted via www.haywardfriends.org

Furniture and technology plans. Director Reinhart reported that the City Council approved the furniture plan on December 5, 2018; and the Council Technology Applications Committee reviewed and assented to the technology plan as presented on December 7, 2018.

Library café operator Request for Qualifications (RFQ). Director Reinhart reported that the RFQ was issued on December 12, 2018. Commissioners discussed various details of the café and services the operator should provide, and the qualifications needed in a café operator.

Draft 21st Century Library transition and operating plan. Commissioners discussed various details of the plan to relocate library staff, furnishings, books and other materials from the current library to the 21st Century Library.

Library Commissioner reports. Commissioner Prada announced that Google has a volunteer program, "Google Serve". He offered his help to coordinate Google Serve volunteer days of service in the 21st Century Library. The proposed plan would have to be submitted to Google in March, 2018.

Friends of Hayward Library report. Commissioner McAllister reported on the progress of the Friends of Hayward Library fundraising efforts that have yielded over \$350,000 in proceeds so far. Commissioner McAllister also shared the details of the Charter Member Library card being offered to patrons.

Agenda building.

- a. 21st Century Library transition and operating plan
- b. Opening Day ceremonies
- c. Library policies and procedures
- d. Third party agreements

The next Library Commission meeting will take place on January 22nd due to the Martin Luther King Jr. holiday. The next Library Commission tour of the 21st Century Library is tentatively scheduled for February.

Adjournment. Commissioner McAllister adjourned the meeting at 7:40pm.