



CITY OF HAYWARD

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

Minutes

Library Commission

November 21, 2022

6:30 PM

Remote Participation

CALL TO ORDER

Commission Chair Patterson called the meeting to order at 6:30p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ROLL CALL

Present: Commissioners Carl Gorringer, Shonda Goward, Anika Patterson, Shareen Purcell, and Suresh Sangiah and Councilmember Elisa Marquez
Absent: Commissioners Priscilla Banks, Sofy Navarro, Kelly Sullivan, and Andrea Wong
Staff: Jayanti Addleman, Director
Melissa Burkley, Administrative Assistant III
Brad Olson, Management Analyst II
Visitors: Germani Latchison, Hayward Youth Poet Laureate

APPROVAL OF MINUTES

MIN 22-138 Library Commission Meeting Minutes of October 17, 2022

Motioned by Commissioner Purcell to approve the October 17, 2022, Library Commission Minutes: seconded by Commissioner Sangiah. Passed 5-0-0.

PUBLIC COMMENTS

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

NEW BUSINESS

- a. Meet Hayward's Youth Poet Laureate
 - Germani Latchison was named Hayward's Youth Poet Laureate since March 2022
 - Hayward Unified School District will be publishing a book of poetry (including works by Germani) in the near future
- b. Review Code of Conduct and Banning Documents
 - Slightly changed previous documents including making wording more standard
 - The documents have been vetted by our Legal Department
 - Commissioners feel the amount of time banned for some incidents are too lenient
 - Incident reports are filed regularly when something occurs at one of the branches
 - A new incident tracking software is being used – PITS (Patron Incident Tracking System)
 - The new documents are being implemented currently

Motioned by Commissioner Purcell to approve the Code of Conduct and Banning Documents: seconded by

Commissioner Goward. Passed 5-0-0.

- c. Update on Library Security
 - Facilities Department temporarily installed large spheres in front of Weekes Branch to deter people from setting up camps and sleeping in front of windows
 - People are now sleeping directly in front of doors
 - Moving forward with installing a fence around Weekes
 - Trying to find a balance between compassion and safety
 - Security guards are now located at both branches from 12:15 until 15 minutes after closing
 - City is in the process of hiring a new security company

OLD BUSINESS

- a. Revisit Best Practices

Motioned by Commissioner Purcell to approve the updated Library Commission Best Practices: seconded by Commissioner Gorringer. Passed 5-0-0.

RECOMMENDATIONS

- a. No recommendations

REPORTS

- a. Library Director
 - Veterans Art Project is on display in the Downtown Library currently and the reception for the installation was a great success
 - Global Warming will be the theme for the next Downtown Branch art installation
 - Received a \$40,000 grant from Sunlight Giving to work on the children's section
 - Alameda County Mayor's Conference was held at the Downtown Branch 2 weeks ago
 - Weekes needs assessment is ongoing
- b. City Council Liaison
 - Dec. 3rd will be the annual Light Up the Season from 3-7pm
 - Annual Holiday Reception will be Dec. 9
 - 2 new councilmembers have been elected: Julie Roche and George Syrup and a new mayor elect, Mark Salinas will be sworn in Dec. 13th
 - Will be voting on how to fill Mark Salinas' remaining 2-year council seat
 - Planning commission vacancies will be filled soon
- c. Friends of Hayward Library
 - Enough volunteers to have book sales every weekend beginning in January
 - Donations are being accepted again
- d. Library Commissioners
 - Trunk or Treat event was well received

AGENDA BUILDING

- a. No changes

ADJOURNMENT

The meeting was adjourned at 7:26 p.m.

**NEXT MEETING – January 23, 2022
(Following December Recess)**

Attendance Commissioner	Present at 11/21/2022 Meeting	Meetings Present to Date This Fiscal Year	Meetings Absent to Date this Fiscal Year
Priscilla Banks	-	2	1
Carl Gorringer	✓	3	0
Shonda Goward	✓	2	1
Sofy Navarro	-	2	1
Anika Patterson	✓	3	0
Shareen Purcell	✓	3	0
Suresh Sangiah	✓	3	0
Kelly Sullivan	-	2	1
Andrea Wong	-	1	2
Council Member			
Elisa Marquez	✓	2	1