



CITY OF HAYWARD

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

Minutes

Library Commission

May 15, 2023

6:30 PM

**City Hall
Conference Room 2A**

CALL TO ORDER

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

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, Carl Gorringer, Shonda Goward, Sofy Navarro, Shareen Purcell, Suresh Sangiah, Kelly Sullivan and Andrea Wong and Councilmember Julie Roche

Absent: N/A

Staff: Jayanti Addleman, Library Director
Melissa Burkley, Administrative Assistant III
Clio Hathaway, Supervising Librarian
Lindsey Vien, Education Services Manager

Visitors: N/A

APPROVAL OF MINUTES

MIN 23-060 Library Commission Meeting Minutes of April 17, 2023

Motioned by Commissioner Purcell to approve the April 17, 2023, Library Commission Minutes: seconded by Commissioner Banks. Passed 7-0-1.

PUBLIC COMMENTS

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

NEW BUSINESS

- a. Homework Support Center Reports
 - PowerPoint presentation led by Lindsey Vien, Education Services Manager
 - Summer Program and Homework Support Center are both open to the general public
 - Not specific for HUSD students
 - Words for Lunch programs don't require registrations
 - Summer Camp Drop-in Sessions are held during different weeks than the registered Summer Camp program
 - HUSD teachers receive trainings regarding library services through multiple methods including through cohorts, during staff training days, and via recorded videos
 - Homework Support Center
 - Upon first visit, students are given pre-assessments and assessments are given again as they continue to attend to gauge progress and needs
 - School-site Homework Support Centers are strictly specific for whichever school they're located at

- HUSD determines which school sites will have centers
- b. Youth & Teen Programs (including Summer Reading)
 - PowerPoint presentation led by Clio Hathaway, Supervising Librarian
 - Summer Reading Program
 - Also has opportunities for adults
 - Giveaway books include books in English, Spanish, and Chinese
 - Beanstack App can be used to complete forms or paper forms are at both library branches
 - Funding
 - Friends of the Hayward Library fund a majority of the Summer Reading program
 - The State Library funds a portion of the Words for Lunch program
 - Commissioner suggestion made to start a recycle/swap program for children to give books that they've outgrown to other children

OLD BUSINESS

- a. Letter Writing Committee Update
 - Letter Regarding Brown Act and AB2449 Concerns
 - Need additional information from City Clerk's Office and City Attorney's Office regarding interpretation regarding stipulations of Commissioners' virtual attendance and virtual attendees counting towards quorum
 - Thank You letter was presented to Edward Martins

RECOMMENDATIONS

- a. Council Member Syrop inquired about how Commissioners are ensuring they're speaking on behalf of their community
- b. Join the Friends of Hayward Library in a letter writing session to write letters to staff in defunded Missouri libraries
- c. Information from library associations on the influx of artificial intelligence and the future of libraries

REPORTS

- d. Library Director
 - Hearts of Hayward Service Awards given
 - Commissioner Goward and one of our Tech tutors, Stephen Diep, were nominated by the Library and received awards
 - Tutor Crystal Porter was nominated by the Literacy Plus Council and received an award as well
 - Youth Conference was held last month and organized by our Youth Commission
 - LitHop was also held last month
 - Weekes Architectural Needs Assessment is ongoing
 - Environmental Assessment being done now
 - Applying for a \$10 million grant that's due 5/18
 - If grant is received, the City will match 1:2 and provide \$5 million
 - Last week was Staff Recognition Week at the City of Hayward
 - May is AAPI Heritage Month
 - Proclamation will be given 5/23 at City Council
 - 6/19 is a business closure and the City/Library will be closed to the public and a large staff training will be provided
- e. City Council Liaison
 - Strategic Roadmap Retreat was held
 - Budget Session was held 5/13
 - Team Building Retreat occurred
 - Joint meeting with H.A.R.D.
 - Approved Community Agency Funding proposals
- f. Friends of Hayward Library
 - National Librarian Day was 4/16

- Organizing a Friends book sale at Weekes
 - Looking at regularly holding these every 6 months
- Friends will be holding a mixer event in the summer
- Just held an election and now have a new President and Vice President
- g. Library Commissioners
 - LitHop was successfully held with events at many Downtown Hayward businesses in April

AGENDA BUILDING

- a. Add follow-up for Letter Writing Committee to unscheduled items
- b. Add brain storming session for what Commissioner can do for their constituents
- c. Add amendments for Commission Best Practices for June meeting

ADJOURNMENT

The meeting was adjourned at 8:03p.m.

**NEXT MEETING – June 26, 2023
(Reschedule – 3rd Monday falls on Juneteenth)**

Attendance Commissioner	Present at 5/15/2023 Meeting	Meetings Present to Date This Fiscal Year	Meetings Absent to Date this Fiscal Year
Priscilla Banks	✓	7	1
Carl Gorringer	✓	8	0
Shonda Goward	✓	6	2
Sofy Navarro	✓	7	1
Anika Patterson***	-	4	0
Shareen Purcell	✓	8	0
Suresh Sangiah	✓	7	1
Kelly Sullivan	✓	6	2
Andrea Wong	✓	6	2
Council Member			
Elisa Marquez*	-	2	1
Julie Roche**	✓	5	0

*Elisa Marquez no longer Council Liaison as of 1/23/2023 Commission Meeting

**Julie Roche began as Council Liaison as of 1/23/2023 Commission Meeting

***Anika Patterson no longer a Library Commissioner after 1/23/2023 Meeting