



LIBRARY COMMISSION

MEETING MINUTES

REGULAR MEETING OF NOVEMBER 18, 2019

DOWNTOWN LIBRARY – MEETING ROOM C

I. Call to order

Commission Chairperson Lowe called the meeting to order at 6:31 p.m.

II. Pledge of Allegiance

The Pledge of Allegiance was recited.

III. Roll call

Present: Priscilla Banks, Shelby Bergeron, Brigitte Lowe, Anika Patterson, Pedro Reynoso, Suresh Sangiah, Karima Sharifi and Andrea Wong

Absent: Zaineb Sharafali

Staff: Jayanti Addleman, Library Director
Al Mendall, Council Member
Lara Williams, Administrative Assistant
Mary Thomas, Management Analyst

Visitors: Veronica Martinez – Chabot College and Amah Mutsun
Marion Martinez – Amah Mutsun
Judy Harrison – Friends of the Hayward Library

IV. Approval of Minutes from the October 21, 2019 regular meeting

Motioned by Commissioner Banks to approve the October 21, 2019 Library Commission Minutes: seconded by Commissioner Wong. Passed unanimously by 8-0-0.

V. Public Comments

There were no public comments.

VI. Heritage Plaza Update/Report

Director Addleman provided an update on the Heritage Plaza. Most of the underground work has been done, including the underground cistern. Concrete pathways in the works. The trellis is complete. The project is expected to be complete by Spring 2020.

Mary Thomas added input regarding the heritage elements in the plaza. The Japanese American Heritage Memorial Plaza is being worked on first. The marker design is complete, but it has not yet been fabricated. There are discussions about how to combat vandalism. The next marker to be completed was addressed by Veronica Martinez representing the Ohlone Nation. Beyond that, a group is coming together to help design the Russell City marker.

Veronica Martinez provided a handout (attached) and discussed the points in the document. The purpose of the handout is to describe the call for artwork, honoring the Ohlone Nation. Hayward City Council has a final say on the selected artwork. Veronica went through the criteria, timeline, minimum qualifications, selection process and other details outlined in the handout.

Chairperson Lowe asked that the Library Commission be advised what the winning artwork is. Commissioner Reynoso expressed an interest in being involved in the panel that will be a part of the selection process for the artwork. Councilmember Mendall shared that would be okay, as long as there is not a majority of Library Commissioners participating in any one panel. Commissioner Bergeron would like to participate in the Japanese Heritage Memorial Plaza group. Commissioner Patterson would like to be a part of the Russell City group. Commissioner Banks suggested the guidelines for Commissioners participating in outside panels be added to the Library Commission bylaws.

Commissioner Lowe appointed Commissioner Reynoso to be a part of the Ohlone Nation Indigenous Artwork Committee.

VII. 21st Century Library Update

Director Addleman shared that the library has some areas that are not open to the public yet. The Storytime area is not complete yet. Some other areas will be opened after the Tech Librarian is on board. This item (21st Century Library Update) will be removed as a regular separate item from future Library Commission meeting agendas, as the Library Director provides an update during the Library Director update.

VIII. Election of Officers

Election of Library Commission Vice Chair is pending. Commissioner Sharafali had expressed interest in being considered for the office of Vice Chair of the Library Commission. Commissioner Banks shared why she had nominated Commissioner Sangiah. Commissioner Patterson nominated Commissioner Reynoso. Commissioner Reynoso shared that his time spent on the Ohlone Nation committee would keep him from accepting this nomination. Commissioner Reynoso nominated Commissioner Sharafali and suggested voting to take place when she is present. The commission discussed the matter and decided to move forward with elections of the Vice Chair, with Commissioner Sangiah and Commissioner Sharafali as candidates. There were 3 votes for Commissioner Sharafali and 5 votes for Commissioner Sangiah. Commissioner Sangiah was selected as Vice Chair for the Library Commission.

IX. Friends of the Hayward Library Presentation

Judy Harrison, President of the Friends of the Hayward Library, provided an overview on the organization. The Friends recently started internet sales on Amazon and have sold \$500, so far. Friends are setting up the store inside the library. On December 7th, Friends will have a book sale at the Fremont Bank Foundation room. Friends need volunteers including a webmaster. The Friends bookstore will be open in January. The Friends are planning a second round of fundraising of The New Leaf campaign. Hayward Rotary donated \$100k and Fremont Bank donated \$100k towards the new library in the previous round, as well as many other donors.

X. Library Commission Goals and Expectations

Chairperson Lowe stated this is an initiative that has been brought up several times by Commissioner Sharafali. She noted that the Library is an advisory board and encouraged Commissioners to represent the Library Commission at all events they are invited to. Commissioner Reynoso encouraged Commissioners to support all library related causes, including attending City Council meetings. Director Addleman encouraged Commissioners to be advocates/liaisons for the Library

Commission and maintain an open line of communication with City Council members. Vice Chair Sangiah suggested that the committee break up into smaller sub-committees to work on specific projects. Director Addleman stated the library would be getting a suggestion box for patrons soon, and in the meantime, patrons still have the option of providing their input online via Access Hayward. There will also be a suggestion box for staff. Commission Chairperson Lowe suggested that the Library Commission revisit goals and expectations about every 3 months. All were in agreement with this suggestion.

XI. Bylaws Subcommittee/Term Limits for Library Commission Chair and Vice Chair

Commission Chairperson Lowe asked for volunteers for this subcommittee, in addition to those that had already volunteered (Commissioner Banks and Vice Chairperson Sangiah). It was decided that the subcommittee would have a working meeting and then bring their ideas to the commission. Councilmember Mendall added that bylaws do not need to be comprehensive or specific; it is not necessary to draft rules for everything. Commissioner Banks suggested having Policies and Procedures for operational guidelines instead of bylaws. The Bylaws subcommittee will present at the March 2020 Library Commission meeting and may return in April. Commissioner Banks asked that Councilmember Mendall share the bylaws of committees he has participated in.

XII. Reports

Library Commissioners

Commissioner Reynoso brought up the discussion of adding public restrooms to the Heritage Plaza. This item will be added to the Draft Agenda to be added as a discussion item. Commissioner Mendall shared that this item will likely go back to Council and it should go to the Library Commission before that, no date is set yet for this. The City Council has ruled against this item three times.

Friends of Hayward Library

There were no updates other than what has already been presented by Friends of the Hayward Library President Judy Harrison.

City Council Liaison report

Council Member Mendall shared that the new navigation center for the homeless opened today at 3:30PM, looking to get 5-10 people per month into housing.

Library Director report

Library tours will be held first Saturday of every month, looking for bilingual tours. Councilmember Mendall will lead December 7th and January 4th tours. Halloween parade was very successful, had over 500 attendees. Literacy Plus will be having the volunteer recognition on Wednesday. The library is involved in the 2020 Census and counting the hard to reach population.

XIII. Agenda Building

Commissioners would like to have updates on the Weekes library, and maybe have a Library Commission meeting there.

XIII. Adjournment

Commission Chairperson Lowe adjourned the meeting at 8:03 p.m.