



# CITY OF HAYWARD

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

## Minutes

### Library Commission

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**Monday, November 15,  
2021**

**6:30 PM**

**Remote Participation**

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#### 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:	Priscilla Banks, Carl Gorringer, Shonda Goward, Sofy Navarro, Anika Patterson, Kelly Peterson, Suresh Sangiah, Kelly Sullivan, and Andrea Wong
Absent:	N/A
Staff:	Jayanti Addleman, Library Director Melissa Burkley, Administrative Assistant III Elisa Marquez, Councilmember Brad Olson, Management Analyst II
Visitors:	Zalak Trivedi, Friends of the Hayward Library

#### APPROVAL OF MINUTES

**MIN 21-154** Library Commission Meeting Minutes of October 18, 2021

Motioned by Commissioner Navarro to approve the October 18, 2021 Library Commission Minute: seconded by Commissioner Goward. Passed 8-0-0.

#### PUBLIC COMMENTS

There were no public comments.

#### NEW BUSINESS

- a. Review Library Privacy/Confidentiality Policy
  - Overview of Word Document led by Jayanti Addleman
  - Confidentiality Policy includes and complies with local and federal laws
  - Policy was updated in part to include new language surrounding this year's update to Late Fee Policy

- b. Discussion of Commission Goals
  - Find additional ways to support Weekes Branch
  - Follow the growth and schedule of Curbie bookmobile and see how patrons react
  - Have input on Heritage Plaza in capacities available to the library
  - Assist in getting the Maker's Space functioning
  - Assist in getting meeting spaces and group gatherings started at both branches again
- c. CIPA (children's Internet Protection Act)
  - PowerPoint presentation led by Jayanti Addleman
- d. Library/Parking Garage Security Possibilities
  - Security Guards located in City Hall are now required to scan QR codes at Library entrances and inside the building to ensure they're regularly checking in
  - HPD and HFD respond quickly when calls are made regarding the area
  - Commissioners would like to have monthly updates on security

## OLD BUSINESS

- a. N/A

## RECOMMENDATIONS

- a. N/A

## REPORTS

- b. Library Director
  - Curbie
    - Officially launched 10/30 with approximately 1,000 people in attendance
    - 550 new library card sign-ups in the first week of Curbie being in route
    - KPIX/CBS Media Coverage of launch event and Tri County Voice is writing an article about Curbie
  - Alameda County Medical Aid van came to Downtown Branch and will continue doing so regularly
  - VA Medical van went to the Eden Youth & Family Center in South Hayward and will also continue doing so regularly
- c. City Council Liaison
  - Groundbreaking took place 11/15 for new development on Depot Road for 125 micro-studio units to house low income, the formerly unhoused, and homeless with substance abuse issues along with on-site services. COH provided \$6 million from Housing Trust Fund and remaining funds supplemented from came from the A1 Housing Bond
  - January/February City Council will have a Saturday retreat to update Strategic Roadmap
  - In January, through the City's CCA electricity company (East Bay Community Energy), customers in our jurisdiction will automatically be on a 100% renewable energy service plan that will cost slightly more but the plan can be changed or financial aid programs can be applied for if cost is an issue
  - The City recently released an RFI (request for information) and partnered with local non-profits to gain more information on correct approaches when dealing with individuals who are unhoused, or deal with mental health and substance abuse issues as we start launching police innovation reform programs
  - Council is having a joint meeting with Community Services Commission and their ad hoc Committee on 11/16 to adopt a resolution and work plan addressing systemic racism and acknowledging Russel City
  - 11/16 City Council meeting will also include a discussion of redistricting, and which map

- they'll be recommending to the Board of Supervisors
- d. Friends of Hayward Library
  - Both book sales were successful and sold out of items
  - Shopify account logistics being discussed regarding City and HPL merchandise
- e. Library Commissioners
  - Welcome Committee
    - Questionnaire will be sent out to all Commissioners to use for biographies to provide to new Commissioners when joining
    - Letterhead has been updated and will be sent out to all Commissioners
    - Working on a Mission Statement that will hopefully be done in January
    - Suggestion to start a Google Drive to house presentation and meeting documents for incoming Commissioners to refer to

**AGENDA BUILDING**

- a. N/A

**ADJOURNMENT**

The meeting was adjourned at 8:08 p.m.

**NEXT MEETING – January 24, 2022**

<b>Attendance Commissioner</b>	<b>Present at 11/15/2021 Meeting</b>	<b>Meetings Present to Date This Fiscal Year</b>	<b>Meetings Absent to Date this Fiscal Year</b>
Priscilla Banks	✓	3	0
Carl Gorringer	✓	3	0
Shonda Goward*	✓	2	0
Sofy Navarro	✓	3	0
Anika Patterson	✓	3	0
Kelly Peterson	✓	3	0
Shareen Purcell* (alternate)	✓	2	0
Suresh Sangiah	✓	3	0
Kelly Sullivan*	✓	2	0
Andrea Wong	✓	2	1
<b>Council Member</b>			
Elisa Marquez	✓	2	1

\*Newly appointed Commissioners officially sworn in 9/21/21 & not required at meetings until October