

**City of Hayward Library Commission  
FY2021-2022 Draft Agenda Plan**

Updated 11/15/2021 MDB

MEETING DATE 6:30 – 8:00 PM	PROPOSED AGENDA TOPICS
September 20, 2021 (Via Zoom)	<ul style="list-style-type: none"> <li>• Introduction of new and reappointed Commissioners</li> <li>• Library Commission 2021 Agenda Plan</li> <li>• Budget update and effectiveness of letter sent to Council</li> <li>• Stimulus funds assessment update</li> <li>• Strategic Plan update</li> <li>• Review Bylaws/Best Practices</li> </ul>
October 18, 2021 (From this month on - In-person/Zoom/Hybrid: Format TBA)	<ul style="list-style-type: none"> <li>• Election of Officers</li> <li>• Discussion &amp; Voting of Welcome Committee roles</li> <li>• Bookmobile Update</li> </ul>
November 15, 2021 (Via Zoom)	<ul style="list-style-type: none"> <li>• Review Library Privacy/Confidentiality Policy</li> <li>• Discussion of Commission goals</li> <li>• CIPA (Children’s Internet Protection Act)</li> <li>• Library/Parking Garage Security Possibilities</li> </ul>
December 20, 2021	<ul style="list-style-type: none"> <li>• Commission Recess</li> </ul>
January 24, 2022 17 <sup>th</sup> is MLK Jr. Day	<ul style="list-style-type: none"> <li>• Mid-Year Budget Review</li> <li>• Presentation on Heritage Plaza/Japanese heritage art installation</li> <li>• Commissioner Volunteer Opportunities</li> </ul>
February 28, 2022 21 <sup>st</sup> is Presidents’ Day	<ul style="list-style-type: none"> <li>• Branchlets update</li> <li>• Literacy Plus Council report</li> <li>• Adult programming &amp; Outreach report</li> <li>• Weekes Branch Update (an overview)</li> <li>• Meeting Room Policy update</li> </ul>
March 21, 2022	<ul style="list-style-type: none"> <li>• Strategic Plan</li> <li>• Meeting Room Fees update</li> <li>• Maker’s Space/Classroom use</li> <li>• Hours &amp; Staffing update</li> <li>• Budget Priorities for FY23</li> </ul>
April 18, 2022	<ul style="list-style-type: none"> <li>• Presentation on Youth and Teen Programs (including Summer Reading)</li> <li>• Post occupancy customer satisfaction survey</li> <li>• Review Customer Code Policy</li> </ul>
May 16, 2022	<ul style="list-style-type: none"> <li>• Homework Support Center Report on year-end</li> <li>• Review Annual report to State Library</li> </ul>
June 20, 2022	<ul style="list-style-type: none"> <li>• Adult Literacy Services report</li> <li>• Friends of Hayward Library Report</li> <li>• Weekes Branch Assessment update (regarding funding)</li> </ul>
July 18, 2022	<ul style="list-style-type: none"> <li>• Year-end Commission Dinner</li> </ul>

August 15, 2022

- Recess

**UNSCHEDULED ITEMS**

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