Updated MDB 2022-09

**City of Hayward Library Commission**
**FY2022-2023 Draft Agenda Plan**

| MEETING DATE<br>6:30 – 8:00 PM | PROPOSED AGENDA TOPICS |
|---|---|
| September 19, 2022<br>(Via Zoom) | • Introduction of new and reappointed Commissioners<br>• Library Commission 2021 Agenda Plan<br>• Weekes Needs Assessment update<br>• Review Best Practices<br>• Meeting Room Fee Schedule/Policy update |
| October 17, 2022<br>(From this month on - In-person/Zoom/Hybrid: Format TBA) | • Election of Officers<br>• Bookmobile Update<br>• Discussion of Commission goals<br>• Presentation on event marketing/outreach methods |
| November 21, 2022 | • Review Library Privacy/Confidentiality Policy<br>• Update on Library Security<br>• Meet Hayward Youth Poet Laureate<br>• Weekes Branch update |
| December 19, 2022 | • Commission Recess |
| January 23, 2023<br>16th is MLK Jr. Day | • Mid-Year Budget Review<br>• Presentation on Heritage Plaza/Russell City Art Installation<br>• Commissioner Volunteer Opportunities<br>• Review Annual report to State Library |
| February 27, 2023<br>20th is Presidents' Day | • Literacy Plus Council report<br>• Adult programming & Outreach report<br>• Meeting Room Policy update and revisit of Fees<br>• Update on Library Security |
| March 20, 2023 | • Technology Programs/Makerspace update<br>• Budget Priorities for FY24 |
| April 17, 2023 | • Review Customer Code Policy<br>• Hours & Staffing update<br>• Weekes Branch update |
| May 15, 2023 | • Homework Support Center Report on year-end<br>• Presentation on Youth and Teen Programs (including Summer Reading)<br>• Update on Library Security |
| June 26, 2023<br>June 19th is Juneteenth | • Adult Literacy Services report<br>• Friends of Hayward Library Report<br>• Weekes Branch Assessment update (regarding funding) |
| July 17, 2023 | • Year-end Commission Dinner |
| August 21, 2023 | • Recess |

| UNSCHEDULED ITEMS |
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| • Branchlets update |
| • Presentation from Commissioner Goward on city/college library collaboration between Chabot & HPL - September 2022 (tentative) |