



**LIBRARY COMMISSION
MEETING MINUTES
REGULAR MEETING OF MARCH 18, 2019
CITY HALL – CONFERENCE ROOM 2B**

I. Call to order

Commission Chairperson McAllister called the meeting to order at 6:37 pm.

II. Pledge of Allegiance

All in attendance recited the Pledge of Allegiance

III. Roll call

Present: Bufete, Lowe, McAllister, Prada and Reynoso
Absent: Bergeron, Sharafli, and Zhang
Staff: Jayanti Addleman, Director of Library Services
Lara Williams, Senior Secretary

IV. Approval of Minutes from the March 18, 2019 regular meeting

Motioned by Commission Vice Chair Bufete to approve the March 18, 2019 Library Commission Minutes: seconded by Commissioner Lowe. Passed by 5-0-0.

V. Public Comments

There were no public comments.

VI. New Business

Library Commission Goals and Expectations

Item tabled to next meeting due to Commissioner Zaineb's absence, as she was very interested in this topic.

New Commissioner Orientation

Director Addleman discussed the development of a New Library Commissioner Orientation Guide. Chairperson McAllister and Commissioner Lowe mentioned they received an orientation, several years ago. Director Addleman stated this would include the Library Commission goals and expectations. She added that perhaps one of the meetings can be devoted to this orientation. Commissioners agreed to this. Commissioner Lowe shared that she thinks she has an orientation guidebook, and will share it with Library staff, if she is able to find it. Commissioner Reynoso stated that the City Attorney also participated in the orientation by discussing the bylaws with the new Library Commissioners. The orientation

should include a library tour, list of annual recurring events, a list of library services, and any other helpful library related information.

VII. Old Business

21st Century Library Construction Update

Director Addleman provided an update on the library. The contractor sent notice that they were going to walk off the construction site. This will be discussed at the City Council closed session tomorrow. Commissioner Lowe stated that she went to a Town Hall meeting at Stonebrae Elementary school. Attendees shared that they felt the city had not been transparent with the construction status. Director Addleman said they are now trying to be as transparent as possible. Commissioner Reynoso also stated that parents of Burbank Elementary have shared with him that they have been frustrated about the lack of updates regarding the new library.

VIII. Reports

Library Commissioner reports

There were no reports shared.

Friends of Hayward Library report

Quarterly online newsletter starting up again, hopefully in June.

City Council Liaison report

City Council liaison Mendall stated there was a major Council budget discussion meeting two week ago. The priorities for potential additional spending since Measure T passed, were extending library hours, litter and graffiti removal expansion, homelessness and housing issues. Library staff requested some time to learn to operate the new library, before extending hours. Chairperson McAllister inquired about allocating funds to a public restroom at the plaza. Councilmember Mendall stated that Council elected to not put a restroom in the plaza. He stated there will be opportunities to revisit the possibility of public restrooms at the plaza. Commissioner Lowe asked about a budget proposal where there was a long-term plan to put the City of Hayward in the black by a certain date, did Measure T change this so that can happen sooner, and for a longer period of time? Councilmember Mendall is hopeful that this, along with other smaller measures will be able to mend the financial gap.

A discussion ensued regarding the public restroom at the plaza. Commissioner Reynoso suggested that Mary Thomas (Management Analyst), return at a future meeting to discuss the Heritage Plaza again.

Library Director report

A discussion ensued regarding Sunday library hours among the Commissioners. Director Addleman explained that based on her personal experience Sundays are very busy days, and patronage should increase with the new building.

IX. Agenda Building

- a. New Commissioner Orientation
- b. Library Commission Goals and Expectations
- c. Presentation Summer programs for youth
- d. Presentation of Youth and Teen Programs Adjournment

X. Adjournment

Commission Chairperson McAllister adjourned the meeting at 7:24 p.m.