

**City of Hayward Library Commission  
FY2019-2020 Draft Agenda Plan**

Updated 10/08/19 JA/LW

MEETING DATE	PROPOSED AGENDA TOPICS
September 16, 2019	<ul style="list-style-type: none"><li>• Introduction of new and reappointed Commissioners</li><li>• Library Commission 2020 Agenda Plan</li></ul>
October 21, 2019	<ul style="list-style-type: none"><li>• Election of Officers</li><li>• New Commissioner Orientation (6:00-6:30pm)</li><li>• Literacy Plus</li></ul>
November 18, 2019	<ul style="list-style-type: none"><li>• Library Commission Goals and Expectations</li><li>• Heritage Plaza update/report</li><li>• Open Letter to HUSD Update</li><li>• Friends of the Library</li></ul>
December 16, 2019	<ul style="list-style-type: none"><li>• Commission Recess</li></ul>
January 20, 2020	<ul style="list-style-type: none"><li>• Review Meeting Room Policy</li><li>• Review Customer Code Policy</li><li>• Mid-Year Budget Review</li></ul>
February 17, 2020	<ul style="list-style-type: none"><li>• Review use and status of 21<sup>st</sup> Century Library</li><li>• Review Fine Free Policy</li><li>• Electronic Library Resources/ New Software and Tools (Clio Hathaway)</li></ul>
March 16, 2020	<ul style="list-style-type: none"><li>• Review Annual report to State Library</li></ul>
April 20, 2020	<ul style="list-style-type: none"><li>• Presentation Summer programs for youth</li><li>• Presentation of Youth and Teen Programs</li></ul>
May 18, 2020	<ul style="list-style-type: none"><li>• Homework Support Center Report on year-end</li></ul>
June 15, 2020	<ul style="list-style-type: none"><li>• TBD</li></ul>
July 20, 2020	<ul style="list-style-type: none"><li>• Year-end Commission Dinner</li></ul>
August 17, 2020	<ul style="list-style-type: none"><li>• Recess</li></ul>

UNSCHEDULED ITEMS
<ul style="list-style-type: none"><li>• Post occupancy customer satisfaction survey</li></ul>
<ul style="list-style-type: none"><li>• Strategic plan/Library goals</li></ul>