

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

Updated 2/18/20 JA

MEETING DATE	PROPOSED AGENDA TOPICS
September 16, 2019	<ul style="list-style-type: none">• Introduction of new and reappointed Commissioners• Library Commission 2020 Agenda Plan
October 21, 2019	<ul style="list-style-type: none">• Brown Act Review• Election of Officers• New Commissioner Orientation• Literacy Plus
November 18, 2019	<ul style="list-style-type: none">• Library Commission Goals and Expectations• Heritage Plaza update/report• Bylaws Subcommittee/Term Limits for Library Commission Chair and Vice Chair• Election of Vice Chair• Friends of the Hayward Library Presentation
December 16, 2019	<ul style="list-style-type: none">• Commission Recess
January 27, 2020	<ul style="list-style-type: none">• Review Customer Code of Conduct Policy• Electronic Library Resources/ New Software and Tools (Clio Hathaway)
February 24, 2020	<ul style="list-style-type: none">• Review use and status of 21st Century Library• Mid-Year Budget Review• Census (Sally Thomas)
March 16, 2020	<ul style="list-style-type: none">• Open Letter to HUSD Update• Review Fine Free Policy• Bylaws update
April 20, 2020	<ul style="list-style-type: none">• Presentation Summer programs for youth• Presentation of Youth and Teen Programs• Review Annual report to State Library• Review Meeting Room Policy
May 18, 2020	<ul style="list-style-type: none">• Homework Support Center Report on year-end
June 15, 2020	<ul style="list-style-type: none">• TBD
July 20, 2020	<ul style="list-style-type: none">• Year-end Commission Dinner
August 17, 2020	<ul style="list-style-type: none">• Recess

UNSCHEDULED ITEMS
<ul style="list-style-type: none">• Post occupancy customer satisfaction survey
<ul style="list-style-type: none">• Strategic plan/Library goals
<ul style="list-style-type: none">• Library Staff Appreciation Day (hosted by Library Commission)