



CITY OF HAYWARD

Hayward City Hall
777 B Street
Hayward, CA 94541
www.Hayward-CA.gov

Minutes

Library Commission

Monday, October 18, 2021

6:30 PM

Remote Participation

CALL TO ORDER

Commission Vice Chair Patterson called the meeting to order at 6:30p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ROLL CALL

Present:	Priscilla Banks, Carl Gorringer, Shonda Goward, Sofy Navarro, Anika Patterson, Kelly Peterson, Suresh Sangiah, Kelly Sullivan, and Andrea Wong
Absent:	Councilmember Elisa Marquez, Commissioner
Staff:	Jayanti Addleman, Library Director Melissa Burkley, Administrative Assistant III Brad Olson, Management Analyst II
Visitors:	Shareen Purcell (alternate)

APPROVAL OF MINUTES

MIN 21-119 Library Commission Meeting Minutes of July 19, 2021

Correction per Commissioner Banks; one area had her marked as present and she was absent.

Motioned by Commissioner Peterson to approve the July 19, 2021 Library Commission Minutes as modified: seconded by Commissioner Navarro. Passed 9-0-0.

MIN 21-127 Library Commission Meeting Minutes of September 20, 2021

Motioned by Commissioner Banks to approve the September 20, 2021 Library Commission Minutes: seconded by Commissioner Gorringer. Passed 9-0-0.

PUBLIC COMMENTS

There were no public comments.

NEW BUSINESS

- a. Election of new officers
 - Commissioner Navarro nominated Commissioner Patterson for Commission Chair
 - Nomination accepted by Commissioner Patterson
 - Commission Vice Chair Patterson nominated Commissioner Navarro for Vice Chair
 - Nomination accepted by Commissioner Navarro

Motioned by Commissioner Sangiah to nominate Commissioner Patterson as Chairperson and Commissioner Navarro as Vice Chairperson: seconded by Commissioner Peterson. Passed 9-0-0.

- b. Welcome Committee and roles (sub-committee)
 - Comprised of 1-2 Commissioners
 - Meet with and provide deeper orientation for new commissioners
 - Update and maintain welcome binder with Commissioner biographies and information
 - Commissioners Peterson and Patterson volunteered to form subcommittee
- c. Bookmobile update
 - SharePoint presentation led by Library Director Jayanti Addleman
 - Curbie will always have 2 staff members onboard and will open volunteer opportunities in the future
 - Goal set for bookmobile to be in the community 5 days a week and leaving one day for a flexible schedule

OLD BUSINESS

- a. Review Best Practices

Motioned by Commissioner Goward to accept the Best Practices document: seconded by Commissioner Gorringer. Passed 9-0-0.

REPORTS

- a. Library Director
 - September was Library Card sign up month
 - We had a goal of 250 new sign-ups and ended up surpassing it with 553 sign-ups
 - Car break-ins, car theft, and violent scenarios have been occurring in the Watkins parking garage; please be aware when in the area and in your car
 - Active Shooter Training follow-up had staff walk through building to find safe spaces and exits
 - Additional emergency training, CPR, etc. will be provided to staff in the future
 - Alameda County Medical and Dental mobile unit for homeless population will be at the Main Library tomorrow, 10/19, from 9-4
 - Unit will visit 4 other locations in Hayward in the future
 - As of October 4, the Main Branch is back at normal hours
 - Veterans Resource Center in HPL will be bringing VA medical mobile unit to Eden Center on 11/4
 - Plan to bring back in-person programming and tours in January 2022
- b. City Council Liaison
 - Not present
- c. Friends of Hayward Library
 - Supporting 10/30 Curbie Festival and assisted with funding for performers
 - September book sale went well
 - Next book sale will be 11/6 from 9-1 in Heritage Plaza
 - Amazon sales have slowed down
- d. Library Commissioners

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- Commissioner Gorringer will be meeting with Jayanti regarding the Library's Meeting Room Policy next week
 - Alameda County opened a new children's library area in Cherryland Community Center
 - Commissioner Gorringer proposed to create a community group to discuss the City's new "People's Budget"
- e. Recommendations
- Create a document listing Commission volunteer opportunities and dates to have everything in one place and easily viewable

AGENDA BUILDING

- a. Add discussion of library/parking garage security measure possibilities to November
- b. Add Weekes Assessment update to June meeting
- c. Add commission volunteer opportunities to January meeting

ADJOURNMENT

The meeting was adjourned at 8:10p.m.

NEXT MEETING – November 15, 2021

Attendance Commissioner	Present at 10/18/2021 Meeting	Meetings Present to Date This Fiscal Year	Meetings Absent to Date this Fiscal Year
Priscilla Banks	✓	2	0
Carl Gorringer	✓	2	0
Shonda Goward*	✓	1	0
Sofy Navarro	✓	2	0
Anika Patterson	✓	2	0
Kelly Peterson	✓	2	0
Shareen Purcell* (alternate)	✓	1	0
Suresh Sangiah	✓	2	0
Kelly Sullivan*	✓	1	0
Andrea Wong	✓	1	1
Council Member			
Elisa Marquez	-	1	1

*Newly appointed Commissioners officially sworn in 9/21/21 & not required at meetings until October