



CITY OF HAYWARD

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

Minutes

Library Commission

May 20, 2024

6:30 PM

**City Hall
Meeting Room 2A**

CALL TO ORDER

Commission Chair Goward called the meeting to order at 6:31p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

AB 2449 TELECONFERENCE NOTIFICATIONS AND CONSIDERATION

No notifications or considerations to report/discuss.

ROLL CALL

Present: Commissioners Priscilla Banks, Dominique Dozier, Carl Gorringer, Shonda Goward, Marhya Kelsch, Crystal Porter, Shareen Purcell, and Suresh Sangiah and Councilmember Julie Roche

Absent: Commissioner Sofy Navarro

Staff: Jayanti Addleman, Director of Library Services
Melissa Burkley, Management Analyst I
Clio Hathaway, Supervising Librarian
Jina Kim, Administrative Secretary
Kay Ogden, Librarian I
Ivan Padilla, Acting Education Services Coordinator

Visitors: N/A

APPROVAL OF MINUTES

MIN 24-064 Library Commission Meeting Minutes of April 15, 2024

Motioned by Commissioner Purcell to approve the April 15, 2024, Library Commission Minutes: seconded by Commissioner Dozier. Passed 7-0-0.

PUBLIC COMMENTS

There being no general public comments, Chairperson Goward opened and closed the public comment period at 6:32PM.

NEW BUSINESS

- a. Homework Support Center Report
 - PowerPoint presentation led by Ivan Padilla
 - Ratio average is 1 tutor to 5 students at most
 - Tutor.com is available for online tutoring
 - Students take assessment tests for 2nd grade and up on their first day they attend and every 20 sessions they attend
 - Tutors go through trainings and go through check-ins with HPL staff
 - Current school tutoring sites Palma Ceia, Loren Eden, and Harder Elementary Schools
- b. Technology Program/Makerspace Update

- PowerPoint presentation led by Kay Ogden
 - All participants sign a liability waiver before using MakerSpace machines
 - Some materials are provided, some are available for purchase, and some require user to bring in their own materials (materials must meet Library guidelines)
 - Machine use is free
 - Currently have 3 volunteers that assist HPL staff during open days
- c. Youth/Teen Programs (including Summer Reading)
 - PowerPoint presentation led by Clio Hathaway
 - Words for Lunch will be held Downtown M, T, W in Fremont Bank Room and Thursday & Friday in the Weekes meeting room and is available to anyone
 - Minimum age for teen volunteers is 13
 - Suggestion to have a large end-of-summer program event

OLD BUSINESS

- a. Letter Writing Committee
 - Review of thank you letter to AI Presenter

Motioned by Commissioner Porter to approve the thank you letter as drafted: seconded by Commissioner Dozier. Passed 8-0-0.

- Review of letter to state legislators regarding possible cuts to funding for library programs
- Suggestion to add stat of % of low-income residents in the City, % of children who qualify for free/reduced school lunches, and/or the stat of how many people participated in the Words for Lunch program last year

Motioned by Commissioner Purcell to approve the letter with suggested alterations: seconded by Commissioner Kelsch. Passed 8-0-0.

- b. Report from HARD Partnership Committee
 - Will have a recommendation to bring to the Commission in June
 - Asks for assistance in encouraging teachers and do targeted outreach to share information to students about Words for Lunch program
- c. Report from Welcome Committee
 - No updates at this time
 - Committee will present documents for approval in June meeting
- d. Report from CSUEB-Chabot Partnership Committee
 - No updates at this time
- e. Report from Best Practices Committee
 - No updates at this time

RECOMMENDATIONS

- a. Look at other options for program registrations to allow later registrants a chance at placement

REPORTS

- a. Library Director
 - AANHPI Heritage Month
 - Proclamation was done in City Council Meeting
 - Kung Fu program
 - Book displays
 - Collection development enhancement letter was discussed in last Council Meeting and will be voted on in June
 - City Manager, Kelly McAdoo left the City of Hayward, Dustin Claussen is Interim City Manager, and Adam Ko is Acting Assistant City Manager
 - Bring Your Child to Work Day on April 25 was a success with over 100 children in attendance

- Public Service Employee Recognition Week occurred in May
 - Cinco de Mayo event was postponed until September 14
 - New Youth Poet Laureate and Poet Laureate were instated at LitHop event
 - State Library had an AI Summit recently
- b. City Council Liaison
- Ad hoc Committee of Councilmembers has been organized and will be reviewing missions and bylaws
 - Measure C extension possibility is being discussed with residents
 - Hayward will be moving to districts for Councilmember appointments
 - Seniorfest senior resource fair taking place June 1 at 10:30-12:30 at Downtown Branch
- c. Friends of Hayward Library
- Cosponsoring for Seniorfest and are looking for volunteers to attend event
 - Allocated \$149,000 to the Library
 - Friends receive funds through grants, donations, and book and merchandise sales
- d. Library Commissioners
- No Reports

AGENDA BUILDING

- a. Add recommendation from HARD subcommittee
- b. Add Welcome Committee packet review

ADJOURNMENT

The meeting was adjourned at 8:04 p.m.

NEXT MEETING – June 17, 2024

Attendance Commissioner	Present at 5/20/2024 Meeting	Meetings Present to Date This Fiscal Year	Meetings Absent to Date this Fiscal Year
Priscilla Banks	√	7	0
Dominique Dozier	√	6	1
Carl Gorringer	√	7	0
Shonda Goward	√	6	1
Marhya Kelsch**	√	2	0
Sofy Navarro	-	3	4
Crystal Porter	√	7	0
Shareen Purcell	√	7	0
Suresh Sangiah	√	6	1
Kelly Sullivan*	-	2	1
Council Member			
Julie Roche	√	6	1

*Commissioner Sullivan no longer on Commission as of 1/22/24 meeting

**Commissioner Kelsch moving from alternate status to Commissioner as of 2/26/24 meeting