



CITY OF HAYWARD LIBRARY COMMISSION
Library and Community Services Department
Hayward Public Library
Administrative Office
835 C Street, Hayward

October 18, 2010
6:30 PM

A G E N D A

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Approval of Minutes of Meeting of September 20, 2010**
5. **Public Comment**

This section provides an opportunity for members of the public to address the Library Commission on items listed on the agenda, as well as other items of interest. The Commission welcomes comment and requests that speakers present their remarks within established time limits. (Individual comments are set at a 3-minute time limit; comments on behalf of a group are set at a 5-minute time limit.) As the Commission is prohibited by State law from discussing items not listed on the agenda, your item will be taken under consideration and may be referred to staff.

6. **Report from Director of Library and Community Services**
Report on library activities and statistics.
7. **Friends of the Hayward Public Library Report**
Report on the activities of the Friends of the Hayward Public Library.
8. **New Business**
 - a. New Main Library – Preparation for Joint Work Session with City Council 11/9/2010
 - b. Discussion of CY 2011 Commission Goals and Priorities

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9. City Council Liaison Report

Report on City matters that are of pertinence to the Library Commission.

10. Library Commission Report

Report on Library activities in which Commissioners have been engaged.

11. Agenda Building

Consider items for inclusion on the Library Commission Agenda for coming months.

12. Adjournment

Next meeting: November 9, 7:00 p.m. in City Council Chambers, 777 B Street.



Assistance will be provided to those requiring accommodations for disabilities in compliance with the Americans with Disabilities Act of 1990. Please request the accommodation at least 48 hours in advance of the meeting by contacting Library Administration at 510/881-7954 or by calling the TDD line for those with speech and hearing disabilities at 510/247-3340.



Minutes of the Library Commission Meeting
Library and Community Services Department

Hayward Public Library
Administrative Office
835 C Street, Hayward

September 20, 2010

1. **Call to Order:** Commission Chair Linda Bennett called the meeting to order at 6:30 PM.
2. **Pledge of Allegiance:** Commissioners recited the Pledge of Allegiance.
3. **Attendance:**

Commissioner	Attendance this Meeting	Present to Date Regular Meetings	Absent to Date Regular Meetings	Attendance Special Meetings
Stephanie Ayala	X	1	0	
Linda Bennett	X	1	0	
Lisa Brunner	X	1	0	
Kelly Greenne	X	1	0	
Judy Harrison	X	1	0	
Kari McAllister	X	1	0	
Monica Schultz	X	1	0	

City Council Liaison: Council Member Mark Salinas
 Library Staff: Sean Reinhart, Director of Library and Community Services
 Linda Atwater, Administrative Secretary
 Guest: Simon Wong, Tri-City Voice

4. Approval of Minutes of Meetings of May 17, 2010 and June 21, 2010

Board Action: It was moved and seconded (Harrison/Greenne) to approve the minutes of the meeting of May 17, 2010 as presented. Motion carried with one abstention (McAllister).

Board Action: It was moved and seconded (Harrison/Ayala) to approve the minutes of the meeting of June 21, 2010 as presented. Motion carried with two abstentions (Greenne and McAllister).

5. **Welcome and Introductions:** Commission Chair Bennett welcomed everyone and provided introduction of Library Commissioner Kari McAllister and City Council Member Mark Salinas. Around the table introductions were made.

6. **Public Comment:** Simon Wong, with the Tri-City Voice, was welcomed to the meeting.

Commissioner Schultz announced that the King County Library System in Seattle (KCLS) has gone online with an Open Source Integrated Library System. KCLS received a grant award to fund this project in collaboration with three other library systems (including the Peninsula Library System).

Commissioner Brunner announced that she is running for the School Board for the Hayward Unified School District and, if elected, has interest in remaining on the Library Commission. While it was thought not to be a conflict, staff will make an inquiry in this regard.

7. **Report from Director of Library and Community Services.** Director Reinhart referenced the Summer Activity report as included in the agenda packet, noting that it summarized the significant events of the summer. He advised the Commission that the statistical reports for the months of July and August would be revised to include the correct figures for the educational event attendance. (The last page of these two documents incorrectly reported an attendance of zero for the various educational activities.)

A brief recap of FY 2010 statistics was provided. In FY 2010, 1.18 million items circulated, representing a 17% increase over FY 2009. The number of visits to the library increased by 3.5% in FY 2010; indicating that the customers using the library are checking out more materials per person, but also that the current Main Library facility particularly is near its capacity as far as the number of visitors it can accommodate.

The Reading Rodeo, held on Saturday, September 18, 2010, had an attendance of approximately 500 people. The event featured various crafts programs; a survey related to the Homework Center; petting zoo; and refreshments.

8. **Friends of the Library Report:** Commissioner Harrison, reporting in her capacity as President of the Friends, provided the Friends of the Library Report. She remarked that the Reading Rodeo was “absolutely amazing.” During the event last year, the Friends raised \$84 from the sale of books. This year, \$310 was raised, and all stock was sold.

During the months of June, July and August book sales from the Farmer’s Market totaled more than \$6600; the Marge Keller book sales raised \$2200. Three book sales are scheduled for October 2010; two Saturdays at the Farmer’s Market and a Bigger-than-Usual Book Sale at the Main Library on October 15 and 16, 2010. The Friends provided the funding for the

prizes awarded to children participating in the Summer Reading Program; the giveaways during the Downtown Street Parties; and the graphics that appear on the library's new van.

Invitation was extended to Commissioners to attend the upcoming Hayward Volunteer Dinner, scheduled for October 5, 2010 in the Grand White Tent at St. Rose Hospital. Carl and Marilyn Baker-Madsen are hosting a table at this event and invite Commissioners to join them. Interested Commissioners may contact Judy Harrison. The Friends of the Library have named Jim and Muriel Sampson as their "Bright Stars of Hayward." Director Reinhart noted that Commissioner Kari McAllister has also received recognition as a "Bright Star of Hayward" for her work with the Lighthouse Community Center.

It was noted that the Friends welcome volunteers to assist with book sorting for the book sales and other related tasks. It was also noted that volunteers may be referred to the Library as there are various opportunities available.

9. New Business:

- a. **Library Commission Priorities / Agenda Plan 2010 Review.** Copies of the Library Commission Priorities and Agenda Plan for Calendar Year 2010 were included in the packet and presented on the projection screen for review and discussion. It was noted that the Commission will soon develop these documents for CY 2011.
- b. The tentative date of October 19, 2010 which had been set for a joint work session of the Library Commission and City Council has been changed to Tuesday, November 9, 2010 at 7 PM in the City Council Chambers.

Board Action: It was moved and seconded (Greenne/Harrison) that the November meeting of the Library Commission be held on November 9, 2010 in lieu of November 15, 2010. Motion unanimously carried.

- c. **New Main Library preliminary design review.** Director Reinhart provided a brief overview of the New Main Library project. The preliminary design process is now moving forward to the next step of developing three conceptual designs and renderings for people to review, think about, and discuss.

Over the summer, a series of three focus group meetings were held, comprised of Library Commissioners, City Council Members, Planning Commissioners, Director of the Historical Society, members of the HUSD, HARD, and library staff, to work with the project architects, Noll & Tam. There were eight designs presented at the first meeting, and through feedback received at subsequent focus group meetings, the architect refined the concepts resulting in three design alternatives for the New Main Library. The next phase of the project will be a joint work session with the Library Commission and City Council on November 9, 2010, for further public discussion and ideally a direction from City Council to proceed with one of the designs.

Commission Chair Bennett inquired as to the availability of the summaries from all of the focus group meetings, noting that she only received the summary for the meeting that she attended. It was noted that the architect handled the distribution of the minutes and the Director will see that all of the materials are forwarded to the Commission. The three design concepts were then presented to the Commission for their review and comment.

A detailed presentation followed on the three possible design concepts that were the culmination of the focus group meetings. The designs, in random order were “Heart of the City,” “Park Connection,” and “Common Ground.” All three designs are three-story, 57,000 square foot structures, and all feature a three story atrium, entrances on ‘C’ Street and from the City Hall Parking Garage, and a new elevator access from the City Hall Parking Garage.

In each design, the browsing collection, circulation/checkout, book store/café, and children’s areas are on the 1st level; computers, teen areas, and meeting rooms on the 2nd level; and adult collections, roof garden, literacy and administration on the 3rd level. The space allocation for each library function is the same in each of the designs. Following the presentation and discussion of all three design concepts, Commissioners offered their opinion on which designs they preferred and the positive/negative features of each design.

1 – “Heart of the City”. Several Commissioners indicated this was their favorite design, calling it beautiful, classy, and creative. They liked the natural lighting in the middle of the building. It was commented that this design was reminiscent of some of the beautiful libraries on the Peninsula. For those who wanted to see the buildings in town “linked” this design accomplished that desire. Suggestions were offered that a heart somehow be incorporated into the design, to make the building truly the “Heart of the City.” Another point was made was that this design was better than Park Connection, for those who wanted the buildings in town linked to each other.

There were some who preferred a structure that was not reminiscent of the City Hall. However, if “Heart of the City” were selected, the design should include the library branding. While some liked the idea of the dome, it was noted that City Hall has the rotunda/dome and perhaps to make the library a little bit more individual, a dome might not be the best idea. Director Reinhart noted that in the 3rd meeting, people commented that the “Heart of the City” was almost too reminiscent of City Hall. Some people liked that; others did not. The architects pointed out that a lot of that feel is in the finishing. The materials that are chosen and architectural details can evoke certain time periods of architecture and other buildings in town through the use of certain materials.

2 – “Park Connection”. Commissioners who preferred this design favored the focus on the Park, noting that the Park lent itself to a lot of different levels. It was noted that the trees would envelop the building and avoid a boxy look.

Two Commissioners did not like this design, indicating that it appeared a big bite had been taken from it.

3 – “Common Ground”. Positive remarks included the “Library” branding on the side of the building, with a suggestion that the border be defined so that it looked like the spine of a book. Some liked the staggered up and down design, which defined the Library as its own establishment. The view of the library block approaching on Mission Boulevard would be interesting. The light coming in straight down from the top, not necessarily from the side, was appealing.

The pictures of the “real, live buildings” that the architects had shown during the focus group meetings were similar to this design, and it was remarked that they were “incredible.” The image and symbol evoked were that these were first class libraries. It was commented that for all intent and purposes, Hayward is a university city, an education city, and it would be a positive statement to have the library be evocative of a university library.

There were various concerns expressed with the Common Ground design. It was commented that the building did not blend with other buildings in the City, and stuck out like a sore thumb. With no (interior) square walls, there would be problems with acoustics; therefore, sound control would be a problem. Keeping the windows clean would present a challenge. Commissioners suggested that promoting the Hayward Fault and using that as a theme for a big glass building was not a good idea.

Council Member Salinas could see all of the points raised. He thought the new library building should be looked at as the “nod” into the future; what Hayward will look like in the next 25-30 years. He added that he saw nothing wrong with the rotunda-looking front, but at that same time, when walking through San Francisco there were classical buildings, and then, when one turned the corner, they would see the Museum of Modern Art.

Chair Bennett did not like any of the designs and stated that part of the reason was her concern with the Mission Boulevard site, especially due to plans for it to become a five lane, very busy, one way street. The appearance of that City block was also a concern. She observed that with a building adjacent to the City Hall Parking Garage, coming down Mission Boulevard, all one would see was a big square block. She was supportive of the proposed narrowing of C Street.

Director Reinhart commented that while not easy to see in the renderings, there is tapering done in all of the designs, and the building “pulls away” from Mission Boulevard at the corner. There would be an elevator somewhere on the corner adjacent to the parking garage, and the entrance into the library will be at the ground level of the garage. The main exterior book drop is also in this location.

Commissioners thought it would be beneficial to see samples of some real buildings. Director Reinhart will talk with Noll & Tam to see if they could attend the October

Library Commission meeting to give a preview of the PowerPoint document that will be presented at the work session.

Council Member Salinas asked if the renderings were a public document, or if they could they be made public. Director Reinhart noted that the present Commission meeting was the first public meeting on this topic since the completion of the focus group work. The renderings will also be presented for public discussion at the Council work session on November 9, 2010.

- d. **Election of Officers for FY 2011.** Nominations were opened for the Library Commission Election of Officers (Chair and Vice Chair) to serve for FY 2011, commencing with the October 2010 meeting.

Board Action: It was moved and seconded (Harrison/Bennett) to nominate Kelly Greenne and Monica Schultz as Chair and Vice Chair, respectively. Commissioners Greenne and Schultz accepted nomination and nominations were closed. Motion unanimously carried.

10. **Library Commission Report:** Commission Chair Bennett and Commissioner Greenne visited the new Walnut Creek Library. Chair Bennett commented on pictures that were taken and will plan to share them at a future meeting. Commissioner Greenne distributed the brochures that she acquired during that visit and, using handouts, commented on library visits during her recent trip to Europe.
11. **City Council Liaison Report:** Council Member Salinas advised the Commission that he teaches a class on Monday evenings and inquired as to the possibility of changing the date of the Library Commission meetings. It was noted that a change to the Commission Bylaws can be considered to effect a permanent change in meeting dates. Council Member Salinas responded that his Monday night class ends this semester, and he would look to schedule the class on an alternate evening for future semesters so as not to conflict with meeting dates of the Library Commission.

In reference to the Library Commission Goals and Priorities, Council Member Salinas advised Commissioners that soon, the Hayward Police Department will come to City Council in work session with a report on a possible gang injunction. He commented that one method of approach, or intervention, is to look at a solution or approach that involves every agency in the City. He was interested in how the library could support such an endeavor. Director Reinhart called attention to the Library Commission's current Goals and Priorities of Safe and Constructive After-School Activities for Youth, Youth Development Programs and Outreach, and providing alternative activities for young adults.

12. **Agenda Building:** Director Reinhart reminded the Commission that agenda items can also be suggested to the Commission Chair or to the Director.
13. **Adjournment:** The Commission Chair adjourned the meeting at 8:20 PM.