



LIBRARY COMMISSION

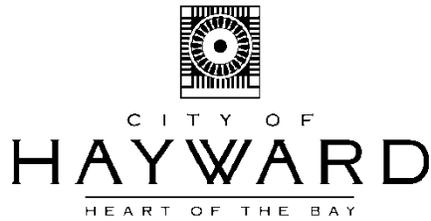
Main Library Meeting Room
835 C Street, Hayward, CA 94541
December 15, 2014
6:30 PM

A G E N D A

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Approval of Minutes - *Regular Meeting of October 20, 2014***
- 5. Public Comment**

This section provides an opportunity to address the Library Commission on items listed on the agenda, as well as other items of interest. The Commission welcomes comments 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. Teen Design Process – 21st Century Library and Community Learning Center**
- 7. Reports**
 - a. Director of Library and Community Services**
 - b. Friends of the Hayward Public Library**
 - c. Library Commissioners**
 - d. City Council Liaison**
- 8. Agenda Building**
- 9. Adjournment**



LIBRARY COMMISSION

MEETING MINUTES
 REGULAR MEETING OF OCTOBER 20, 2014
 MAIN LIBRARY MEETING ROOM
 835 C STREET, HAYWARD, CA 94541

I. CALL TO ORDER.

Commissioner Bufete called the meeting to order at 6:32pm.

II. PLEDGE OF ALLEGIANCE.

All in attendance recited the Pledge of Allegiance.

III. ROLL CALL

X = Present O = Absent

Commissioner	Attendance This Meeting	Present to Date Regular Meetings	Absent to Date Regular Meetings	Attendance Special Meetings
Shelby Bergeron	X	2	0	0
Lisa Brunner	X*	2	0	1
Peter Bufete	X	2	0	1
Brigette Lowe	X	2	0	1
Kari McAllister	X	1	1	0
Iris Murillo	X	2	0	1
Pedro Reynoso	X	2	0	0

City Staff:

Sean Reinhart, Director of Library and Community Services
 Rachael McNamara, Acting Administrative Analyst I, Library and Community Services
 Seema Vashi, Assistant City Attorney
 Cynthia Breeden, Literacy Plus Program Coordinator
 *Arrived after Item VIII

IV. APPROVAL OF MINUTES

Commissioner Bufete motioned to approve the minutes of September 15, 2014 and Commissioner Bergeron seconded the motion. *The Library Commission approved the minutes of September 15, 2014 with 6 Yes, 0 Nos, and 0 Abstention.*

V. PUBLIC COMMENT

There were no public comments.

VI. ORIENTATION: BROWN ACT, ATTENDANCE POLICY, TRAININGS, AND FORM 700

Assistant City Attorney Seema Vashi provided Commissioners with information regarding the Brown Act, Commission attendance policies and Form 700, which is required of all commissioners. Ms. Vashi also reminded commissioners that they are required complete online ethics and harassment trainings within six months of joining the commission and returning commissioners are required to complete these trainings every two years.

VII. PRESENTATION: LITERACY PLUS PROGRAM

Literacy Plus Program Coordinator, Cynthia Breeden provided an overview of the services and programs provided to Hayward residents by the Literacy Plus program. The Hayward Literacy Plus Program recently celebrated its 29th anniversary of operation.

VIII. ELECTION OF LIBRARY COMMISSION OFFICERS

Commissioner Bufete motioned to keep Commissioner McAllister as Chair of the Library Commission and Commissioner Bergeron seconded the motion. Commissioner McAllister motioned to keep Commissioner Bufete as Vice-Chair of the Library Commission and Commissioner Bergeron seconded the motion. *The Library Commission approved the motion to keep Commissioner McAllister as Chair and Commissioner Bufete Vice-Chair of the Library Commission, with 6 Yes, 0 Nos, and 0 Abstention.*

IX. REPORTS

A) DIRECTOR OF LIBRARY AND COMMUNITY SERVICES

Director Reinhart reported that two Community Design meetings have been held since the Library Commission last convened. One meeting was on October 2nd which focused primarily on the building design, and the second on October 11th which focused on the plaza. The landscape architects have taken in to account public input and are looking into utilizing the old library basement footprint as a rainwater cistern, which could save the City of Hayward up to 1 million gallons of water a year.

On November 18th, the Library Design Team will go before City Council to seek approval to create construction documents for the 21st Century Library and Community Learning Center. The Friends of Hayward Public Library will be hosting a pre-Council Meeting event at Hayward City Hall, Conference Room 2A, at 6pm and all interested parties are welcome to attend. Architects Noll & Tam will be on hand in Room 2A to answer questions and discuss the project after the Council presentation.

B) FRIENDS OF THE HAYWARD PUBLIC LIBRARY

Director Reinhart reported that the Friends recently made \$1,400 at their book sale last month.

C) LIBRARY COMMISSIONERS

Commissioners mentioned that they have had issues with the external book returns and the key chain style library cards.

D) CITY COUNCIL LIAISON

Council Member Jones reiterated the importance of attendance at the November 18th City Council meeting regarding the 21st Century Library and Community Learning Center.

X. AGENDA BUILDING

- November Library Commission Meeting will be cancelled
- TBD – Presentations from Library related programs

XI. ADJOURNMENT.

The meeting adjourned at 7:44 pm.