

CITY OF SAN LEANDRO

MEMORANDUM

DATE: December 3, 2012

TO: Lianne Marshall, Assistant City Manager

FROM: Theresa Mallon, Library Services Managers

SUBJECT: Teen Advisory Group for San Leandro Library

The purpose of this memorandum is to define the relationship between the San Leandro Public Library and the Teen Advisory Group (TAG).

TAG has been in existence since 2008. Their members offer valuable insight regarding programs that the San Leandro Library can offer the youth in our community. TAG is comprised of teens in grades 8 through 12 and assists the library in promoting library services to teens by:

- Suggesting and volunteering at library teen programs.
- Recommending materials (books, magazines, media, etc.) for the teen collection.
- Promoting library awareness in schools and the community.

Members of TAG must meet the following qualifications:

- Be a teen in grades 8 through 12 with a San Leandro Library Card.
- Be willing to commit to monthly TAG meetings.
- Be willing to commit to volunteering at two library events per year.
- Have an interest in planning and promoting the library's teen services.

The San Leandro Library would welcome the addition of a TAG member to serve on the Library-Historical Commission.