



# City of San Leandro

Civic Center  
835 East 14th Street  
San Leandro, California

## Minutes

### Library-Historical Commission

*Chair Arlene Lum, District 4*  
*Vice Chair Jennifer Heystek, At Large (5)*  
*Francesca Carney, Youth*  
*Jennifer Chang, District 2*  
*Isabel Polvorosa, District 3*  
*Diana Prola, District 6*  
*Kelly Ritter, District 5*  
*Sbeydeh Viveros-Walton, District 1*

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Thursday, October 7, 2021

7:00 PM

Access the meeting remotely: Use this URL  
<https://us02web.zoom.us/j/84384874843>

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#### SPECIAL MEETING

The Library-Historical Commission is re-holding its September 21, 2021 regular meeting as a special meeting to cure a potential Brown Act violation. Per Cal. Govt. Code section 54960.1(f), the fact that the Commission is taking this subsequent curative action cannot be construed or admissible as evidence of a violation of the Brown Act.

This meeting is being held in accordance with the State Emergency Services Act, the Governor's Emergency Declaration related to COVID-19, and the Governor's Executive Order N-29-20 issued on March 17, 2020 to allow attendance by members of the Library-Historical Commission by teleconference, videoconference, or both.

Please be advised that pursuant to the Executive Order, and to ensure the health and safety of the public by limiting human contact that could spread the COVID-19 virus, the Library will not be open for the meeting. Library-Historical Commission will be participating telephonically.

If you would like to speak on an agenda item, you can access the meeting remotely: Join from a PC, Mac, iPad, iPhone, or Android device: Please use this URL <https://us02web.zoom.us/j/84384874843>

If you do not wish for your name to appear on the screen, then use the drop-down menu and click on "rename" to rename yourself to be anonymous.

Or join by phone:  
\*671-669- 900-6833  
Enter Meeting ID: 843 8487 4843

International numbers available: Please contact the City Clerk’s Office at (510) 577-3366

If you want to comment during the public comment portion of the agenda, Press \*9 and we will select you from the meeting queue.

NOTE: Your phone number will appear on the screen unless you first dial \*67 before dialing the numbers as shown above.

Pursuant to the Executive Order, and in compliance with the Americans with Disabilities Act, if you need special assistance to participate in the Council meeting, please contact the City Clerk's Office at (510) 577-3366 or TDD at (510) 577-3343.

**1. ROLL CALL**

The meeting was called to order at 7:02 PM

PRESENT: Chair Lum, Vice-Chair Heystek, Commissioners F. Carney, J. Chang, I. Polvorosa, K. Ritter, Library Services Director B. Simons, Library Manager B. Sherwood and Recorder Y. Carrasco

ABSENT: D. Prola, S. Viveros Walton

GUESTS: Erin Ouburg, Cindy Simons

**2. APPROVAL OF AGENDA OF October 7, 2021**

MSC: (Heystek/Ritter) to approve the October 7, 2021 agenda.

**3. APPROVAL OF MINUTES OF July 20, 2021**

MSC (Heystek/Chang) to approve the minutes of July 20, 2021.

**4. PUBLIC COMMENTS**

NONE

**5. CORRESPONDENCE**

NONE

## **6. UNFINISHED BUSINESS**

### **6.A. Expanding The Library-Historical Commission to Add Members With Focus on Historic Preservation**

Library Services Director B. Simons provided the background history of the request and an update on the process of potentially expanding the Library-Historical Commission to add members with focus on historic preservation. B. Simons and B. Sherwood are scheduled to provide options to be presented at the City Council Rules Committee in November 2021. Those options take the Commissioners feedback and suggested options from the July 20, 2021 Library-Historical Commissions meeting into account.

Erin Ouburg with the San Leandro Historical Society would like a more fair and balanced commission that gives equal attention to cultural heritage and historic preservation. The Historical Society would like the creation of a staff position for an experienced preservation professional, as recommended in the 2035 General Plan, and feels the community's culture, heritage, diversity, and history deserves a stand alone commission.

Commissioner Ritter introduced herself and provided her bio and past experience in architectural history, historical preservation and tangible and intangible cultural heritage. She expressed her appreciation for E. Ouburg's words on expanding the scope of the Commission. Moving forward, and while considering the best way to serve the community and the future of San Leandro, that the Commission prioritize the equitable distribution of commissioners. Commissioner Ritter would like to see curious, engaged, and informed members of the Commission who are equally interested in the library and the historical and cultural component of the commission.

Chair Lum commended the library staff in preserving the cultural heritage through the many library programs that are offered.

### **6.B. Mulford-Marina Branch Update**

Library Services Director B. Simons provided an update on the Mulford-Marina Branch. The project remains included in the City's list of Capital Improvement Projects (CIP). The Engineering and Transportation Department recently did a presentation on CIP projects and the new Mulford-Marina Branch is now projected for 2024. A roughly \$3.3 million shortfall remains; however, there are a couple of funding considerations being looked at. Potential funding opportunities being looked at are a possible referendum or through grant opportunities. Two grants, the CENIC grant to fund fiber broadband installation at Mulford, and the Building Forward grant that could fund up to half of the construction cost of renovation are

only possible in large part, due to the Commissioners role in eliminating the nonresident fee cards. Another funding opportunity that is being explored is gift opportunities.

No public comments on Mulford-Marina Branch Update

Chair Lum asked how long construction might take and if a BookMobile is being considered as a way a providing library services while the building is under construction. B. Simons did not have a timetable at this time, but estimated possibly 1 to 2 years for construction based on similar projects. B. Simons said the possibility of a BookMobile could be looked at, and provided things to consider prior to purchasing a BookMobile. Chair Lum asked that staff look for ways services could be provided while the building is under construction.

## **7. NEW BUSINESS**

NONE

## **8. REPORTS**

### **8.A. Report of the Secretary**

B. Simons reported the Library and Human Resources staff are continuing to work on hiring staff, so library hours can be expanded. Although there were no layoffs during COVID, many employees were lost due to a variety of reasons. Once the positions have been filled, hours can be expanded. The plan is to offer more hours at the Main Library in November and then expand to Manor. Once the Main and Manor branches are fully operational, the plan is to offer hours at Mulford-Marina and South branch libraries.

One on one meetings with each Commissioner are being scheduled. Commissioners who have not had a meeting will be getting an email request in the next month or two.

2022 is the City of San Leandro's sesquicentennial. With direction from the Mayor and Council, the possibility of steering committee is being discussed. More information regarding events will be provided in the future, but the library and museum will be involved in the celebrations.

B. Simons continues to review with City staff what is needed and possible ways to fund projects such as the Casa Peralta. Updates will be provided to the Commission in the future. If a Commissioner has any questions, please contact B. Simons.

No public comments on Report of the Secretary.

No Commissioner comments on Report of the Secretary.

Chair Lum asked if there are any grant opportunities for funding the sesquicentennial. B. Simons will look into possible grants.

#### **8.B. Report of the Chair**

Chair Lum commended library staff on their work on submissions to the San Leandro Times.

Chair Lum provided Commissioners with information on how to become a member and/or support the Friends of the San Leandro Library. Chair Lum shared the programs and events the Friends of the San Leandro Library support.

Commissioner Ritter encouraged Commissioners to join the Historical Society.

Commissioner Chang asked if the library is currently accepting book donations. Chair Lum advised donations for the Friends of the Library can be dropped off at the return desk at the Main Library.

No public comments on Report of the Chair.

#### **8.C. Committee Reports**

NONE

### **9. COMMISSIONER COMMENTS**

Vice-Chair Heystek provided positive feedback on the new self-check out machines and the quick responses on hold retrievals.

Commissioner Chang welcomed Commissioner Ritter.

Commissioner Ritter asked for a copy of the recommendations that will be provided to Rules Committee prior to them being taken to the Rules Committee. B. Simons can provide a copy of the options put forward to the Rules Committee. Discussions regarding the options provided to the Rules Committee will be after the Rules Committee has met and provided their recommendations back to the Commission.

### **10. ADJOURNMENT**

MSC (Heystek/Chang) to adjourn the meeting at 7:49 PM