

**CITY OF SAN LEANDRO  
LIBRARY-HISTORICAL COMMISSION  
TUESDAY, NOVEMBER 17, 2020 – 7:00 P.M.  
REGULAR MEETING**

**PRESENT:** Chair Viveros-Walton, Commissioners J. Heystek, A. Lum, D. Prola, Library Services Director T. Mallon, Library Services Manager B. Sherwood and Recorder Y. Carrasco

**ABSENT:** I. Polvorosa

**GUESTS:** None

**APPROVAL OF AGENDA:** It was MSC (Lum/Heystek) to approve the November 17, 2020 agenda.

**APPROVAL OF MINUTES:** It was MSC (Prola/Lum) to approve the minutes of the September 15, 2020.

**PUBLIC COMMENTS:** None

**CORRESPONDENCE:** None

**UNFINISHED BUSINESS:** Commissioner Heystek asked if Commissioner information had been updated on City's webpage regarding vacancies. T. Mallon reported when she last spoke to City Clerk someone had applied but she hasn't received any updated information. T. Mallon will reach out to City Clerk for update.

Chair Viveros-Walton asked if a message to Commission could be sent confirming the agenda's and minutes are up to date on the City's website.

**NEW BUSINESS:**

- A. Discussion regarding eliminating the fee card structure for nonresidents.  
Senior Librarian L Aman provided overview on the library's fee card structure and proposal to remove the card fee for nonresidents.

Commissioner Prola asked what the revenue loss would be if fee card eliminated. L. Aman informed the amount would be under \$15,000 per year. Commissioner Prola asked if there was a plan on how the loss will be made up? T. Mallon provided possible ways including the ability to apply for grants that the library is currently unable to apply for due to the current fee card policy.

Chair Viveros-Walton asked if the grant funds are appropriated. T. Mallon advised they go the general fund.

Commissioner Lum asked if the change in pricing structure would need to go to the City Council for approval. T. Mallon informed the Commission the change would be presented to the Council along with the Commissions feedback. The plan is to present to the Council in early December.

Commissioner Lum asked what the plan is to let public know about the change. T. Mallon advised a press release would be issued.

It was MSC (Prola/Heystek) for staff to move forward with the proposed elimination of the card fee for nonresidents presented at November 17, 2020 meeting

**REPORT OF THE SECRETARY:** T. Mallon followed up on her email to the Commission regarding her upcoming retirement. As the Commission typically does not meet in December, this would be her last meeting.

Chair Viveros-Walton, Commissioners Lum and Heystek thanked T. Mallon for her years of service.

**REPORT OF CHAIR:** Chair Viveros-Walton is still working on her video and she will follow up with staff when it is done.

**COMMITTEE REPORTS:** None

**COMMISSIONER COMMENTS:**

Commissioner Heystek reported that all issues addressed at last meeting regarding curbside pickup have been resolved.

Commissioner Heystek asked what the timeline for District 5 Commissioner appointment as she is aware someone has applied. T. Mallon was not aware of an application for District 5 and will follow up with City Clerk.

Chair Viveros-Walton confirmed the Commission will not meet in December.

**ADJOURNMENT:**

It was MSC (Heystek/Prola) to adjourn the meeting at 8:07 p.m.

Respectfully submitted,

Bill Sherwood  
Interim Library Director

Yolanda Carrasco  
Recorder