

CITY OF SAN LEANDRO  
LIBRARY-HISTORICAL COMMISSION  
TUESDAY, MAY 19, 2015 —7:00 P.M.  
REGULAR MEETING  
SAN LEANDRO PUBLIC LIBRARY – 2<sup>ND</sup> FLOOR  
SAN LEANDRO HISTORY ROOM

Before roll call, Chair Heystek welcomed new Commissioner Straughter. She asked the Commissioners to introduce themselves and they did so.

**PRESENT:** Chair J. Heystek, Commissioners P. Gee, A. Lum, C. Rinaldi, M. Siu, H. Straughter, Library Director T. Mallon, Support Services Manager B. Sherwood and Recorder T. Treskin.

**ABSENT:** Commissioner M. Stevenson.

**GUESTS:** Mary Lee Barr, Librarian; Kathy Xu Teen Advisory Group Co-Chair; Darlene J. Evans.

**APPROVAL OF AGENDA:** It was MSC (Gee/Lum) to approve the May 19, 2015 agenda.

**APPROVAL OF MINUTES.** It was MSC (Lum/Rinaldi) to approve the minutes of the April 21, 2015 meeting.

**PUBLIC COMMENTS:** None.

**ACTIVITY REPORTS**

A. Library Usage. Noted.

B. Circulation: Commissioner Lum noticed the check-in and check-out figures are down. Library Director Mallon said the reason is unknown. Perhaps there was more online activity than in the previous month. Commissioner Gee asked how many new library cards are issued each month. Ms. Mallon said we'll need research this information. Commissioner Lum asked if there is outreach to the schools to encourage signing up for library cards. Ms. Mallon said yes, we register teachers and students. Commissioner Straughter asked what "OPAC" means. Ms. Mallon said this is the Online Public Access Catalog.

**CORRESPONDENCE:** None.

**REPORT OF THE SECRETARY:** Ms. Mallon welcomed new Commissioner Straughter. Ms. Mallon said previously we talked about having staff provide information to the Commission about the various library divisions. She introduced Librarian Mary Lee Barr who will talk this evening about San Leandro History and the resources available here in the History Room.

Presentation: San Leandro History Room. Ms. Barr narrated a Power Point presentation and distributed a packet of information about historical resources: How history has been recorded and preserved; the opening of the San Leandro History Room in 2002; vintage photo collection; directories of residences and businesses; school yearbooks; rare books; pamphlets and newspaper clippings; historic maps; census data; History Walk brochure with Q.R. Codes, and artifacts from Cherry Festivals. Ms. Barr said we have an expert team of research volunteers who are available to assist patrons when the History Room is open. Also, our volunteer genealogy specialist provides free consultations.

#### Commission Discussion and Questions:

- Commissioner Gee asked Ms. Barr who the history volunteers are. Ms. Barr gave details about the education, credentials and experience of the volunteer team members.
- Commissioner Lum asked who made the videos for the Q.R. codes in the History Walk brochure. Ms. Mallon said Jordan Schultz worked on this as his Eagle Scout project. He was assisted by library staff and I.T. staff to develop the brochure and films.
- Commissioner Gee asked if we can sponsor a history walk. Ms. Mallon said we used to do this, but with budget reductions we don't have staff available. Perhaps this can be considered with the assistance of volunteers.
- Commissioner Straughter expressed an interest in the walk-in genealogy workshops. She previously started doing research at the Mormon Temple but didn't complete the process. Ms. Barr said there is a packet of information to help you get started and volunteer Kay Arnold is available to give one-on-one assistance. Commissioner Straughter asked if the library will have a float at the Cherry Festival. Ms. Mallon said we'll have a booth on Cherry Lane which is made up of all the City departments. We'll be promoting our Summer Reading Program and Project Literacy. Also, we'll participate in the parade to promote the library.
- Commissioner Lum said May is Asian Pacific American Heritage month, and she noticed there are costumes on display in honor of Cinco de Mayo. She suggested there be an Asian display in the future. Ms. Mallon said the regional Mexican costumes are because of the Big Read grant-funded program, based on the book "Into the Beautiful North." The costumes have been on display since February and the program ends this month.

**COMMITTEE REPORTS:** None.

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:** None.

**REPORT OF CHAIR:** Chair Heystek reported she spoke with Councilmember Thomas about the District 3 vacancy on our Commission. He has someone in mind who might be interested. Chair Heystek said she really enjoyed the Big Read program—the activities were great.

#### **COMMISSIONER COMMENTS:**

Commissioner Rinaldi said the Historical Society will have the Little Brown Church open to visitors during the Cherry Festival.

Commissioner Slaughter commented on the Big Read program. When she was in the library recently to do research she enjoyed seeing all the beautiful costumes on display. She would like to know how to get the word out to the community about library events. Ms. Mallon said we broadcast information on Facebook, on our Twitter account, the library website has the "latest news," and all our press releases are sent to City Hall for distribution to the San Leandro Times and other local and regional newspapers and media. She encouraged the Commissioners to share information about library events with the community.

Commissioner Siu passed out information about TAG (Teen Advisory Group) activities. Their group is assisting with making superhero capes for the younger Summer Reading Program participants. Ms. Mallon added information about the program—the theme is "Every Hero Has a Story."

Commissioner Gee said she attended the Hawaiian music event and said it was excellent. She was hoping more people would attend. She would like to work on increasing communication about the programs. She asked who manages the library's website. Mr. Sherwood said each City department maintains their own site. There are several people in our department who contribute to the library calendar and program information. Ms. Mallon added that the structure and format of the City website is handled by a vendor, Civica. Commissioner Gee mentioned the reference area binders don't have current City commission agendas and minutes. Ms. Mallon said these are paper copies sent to us by other City commissions. The most current information is available on the City's website. Commissioner Gee said we need to have information available for the community at the reference desk. Ms. Mallon said if a patron is not able to locate the information in a binder, a reference librarian can assist with accessing the information online.

**ADJOURNMENT:**

It was MSC (Gee/Lum) to adjourn the meeting at 8:15 p.m.

Respectfully submitted,

Theresa Mallon  
Library Director

Terry Treskin  
Recorder