

**CITY OF SAN LEANDRO
LIBRARY-HISTORICAL COMMISSION
TUESDAY, September 15, 2020 – 7:00 P.M.
REGULAR MEETING**

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

ABSENT: I. Polvorosa, D. Prola

GUESTS: Maria Magallon, Tom Combs

MOMENT OF SILENCE IN MEMORY OF LYDIA RODRIGUEZ

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

APPROVAL OF MINUTES. It was MSC (Heystek/Lum) to approve the minutes of the July 21, 2020.

PUBLIC COMMENTS: M. Magallon, member of the San Leandro Historical Society, provided an update on upcoming events and projects the San Leandro Historical Society's and its' Architectural Preservation Subcommittee are currently working on.

CORRESPONDENCE: None

UNFINISHED BUSINESS: T. Mallon provided update on vacant Commissioner positions. Teen librarian Portia Carryer has been checking with members of the teen advisory group and their possible interest in serving on the Library Historical Commission. P. Carryer would like to create a short video to include current members of the Commission providing information about the Commission and why they joined. Chair Viveros-Walton and Commissioner Heystek both volunteered to provide a video clip. T. Mallon will provide P. Carryer with Commissioners contact information and interest in providing interview for video.

T. Mallon reported she had not received any applications for Districts 2 and 5. Commissioner Heystek advised that she was aware someone had applied from District 5. T. Mallon will follow up with City Clerk's Office.

NEW BUSINESS:

A. Update on library services for teachers, students and community.
Senior Librarian K. Keefer provided an update on programs and services being provided remotely and digitally to students, teachers and families during the current Governor's Executive Order n-20-20.

B. Sherwood provided an update of all services to support the community that have taken place since the beginning of the shelter in place emergency order.

Commissioner Heystek expressed concerns regarding curbside pickup cancellations due to poor air quality. T. Mallon informed Commission upon reviewing with Human Resources the decision to cancel curbside pickup was necessary to keep staff safe. Alternative plans to the current procedure are also being looked into to help resolve this issue in the future as the weather will also be changing. B. Sherwood informed the Commission as per City policy when the air quality reaches 151 or higher departments are required to limit the exposure of staff.

Commsioner Heystek shared differences between Alameda County and San Leandro Library curbside procedures. B. Sherwood thanked Commissioner Heystek for suggestions and will review them with staff.

Commsioner Lum asked if a report can be provided on how many emails staff has responded to during the closure.

T. Combs reported there are no minutes available for Library Historical Commission on the City's website. T. Mallon will check into this. T. Combs suggested staff running report on how many people are waiting for items to determine actual number of holds each patron has. B. Sherwood feels increasing the number of holds allowed will resolve any issue.

M. Magallon suggested providing book mobile vans.

REPORT OF THE SECRETARY: Project Literacy Coordinator, Alexandra Velasquez, has obtained a grant from California to offer online high school to 18 and over literacy participants. T. Mallon asked if the Commissioners would be interested in receiving an update on the literacy program and hearing more information regarding the on line high school program at a future meeting. Chair Viveros-Walton is interested and feels Commissioner Polvorosa would also be interested in receiving a Project Literacy update.

REPORT OF CHAIR: Chair Viveros-Walton has been working on assisting in get applicants to apply to the Commission.

COMMITTEE REPORTS: None

COMMISSIONER COMMENTS:

Commissioner Heystek would like to see hold limits extended, an exact matching times for curbside pickups and drop offs, and book bundles being offered like the ones being offered at other libraries other Commissioner Heystek thanked staff for all the work they are doing.

Chair Viveros-Walton also thanked staff.

ADJOURNMENT:

It was MSC (Lum/Heystek) to adjourn the meeting at 7:54 p.m.

Respectfully submitted,

Theresa Mallon
Library Director

Yolanda Carrasco
Recorder