



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

Tuesday, November 16, 2021

7:00 PM

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

This meeting is being held in accordance with the State Emergency Services Act, the Governor's Emergency Declaration related to COVID-19, and AB 361, under which a resolution was approved by the City Council on November 1, 2021 to allow attendance by members of the Library-Historical Commission by videoconference and teleconference.

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, Conference Room B at the San Leandro Public Library will not be open for the meeting. Commission Members will be participating telephonically and will not be physically present in Conference Room B.

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:
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If in the event that the Toll Free Numbers are unavailable, dial 1-669-900-6833.

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

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

The City wants you to know that you can also submit your comments. Members of the public may submit written comment under eComment. To leave a comment users click on eComment on our agenda page City of San Leandro - Calendar (legistar.com) , select the item they wish to comment on and submit their written comment. eComment begins at 5:00 p.m., Friday of the week before the Commission meeting, and closes at 11:59 p.m. on the Monday immediately prior to the upcoming regularly scheduled Library-Historical Commission meeting. All Public comment submitted by the deadline will be distributed to the Commission Members no later than 3:00 p.m. on the day of the meeting and will be made part of the official record. Written public comment will not be verbally read out loud.

1. ROLL CALL

The meeting was called to order at 7:01 PM

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

ABSENT: S. Viveros-Walton

Chair Lum welcomed all and asked Commissioners present to make a brief introduction of themselves.

GUESTS: City Attorney Richard Pio Roda, Planning Manager Andrew Mogensen, Erin Ouburg, Joe Winkel

2. APPROVAL OF AGENDA OF November 16, 2021

Chair Lum requested a motion to amend the November 16, 2021 agenda to move New Business, items 8, 8.A. and 8.B., after Public Comments, item 5., and to approve the amended agenda.

MSC: (Prola/Heystek) to approve the amended November 16, 2021 agenda.

3. APPROVAL OF MINUTES OF September 21, 2021

MSC: (Heystek/Prola) to approve the minutes of September 21, 2021.

4. APPROVAL OF MINUTES OF October 7, 2021

MSC: (Chang/Prola) to approve the minutes of October 7, 2021.

5. PUBLIC COMMENTS

NONE

8. NEW BUSINESS**8.A. Presentation on Commissioners Roles and Responsibilities (City Attorney's Office)**

Library Services Director B. Simons introduced City Attorney Richard Pio Roda who provided a Library-Historical Commission Governance Training which covered governing rules, roles and responsibilities of the Library-Historical Commission.

No public comments on the Commissioners Roles and Responsibilities presentation by City Attorney Richard Pio Roda.

No Commissioner comments on the Commissioners Roles and Responsibilities presentation by City Attorney Richard Pio Roda.

8.B. Presentation on Commissioners Roles, Responsibilities, Powers and Duties on Historic Preservation (A. Mogensen)

Library Services Director B. Simons introduced Planning Manager Andrew Mogensen who provided an overview of Historic Preservation and Planning. The presentation included the Commissions roles, responsibilities, powers and duties relating to historic preservation.

Chair Lum asked for a copy of the presentation. A. Mogensen will provide a copy to the Commissioners.

Erin Ouburg reported per the State Office of Preservation's website the City of San Leandro is not listed as having adopted the Mills Act Program and if the City has officially adopted the Mill's Act program she would like the City to contact the State Office of Preservation to add the City's information to their website.

E. Ouburg asked who was managing and reviewing the maintenance of the 2 active Mill's Act properties in the City of San Leandro through their 10 year contract. A. Mogensen reported he was not aware if the properties were managed through the County or by the Building Department, but they were not being managed by the Planning Department. E. Ouburg feels the process should better established and the information about the program be provided on the City's website so homeowners can take advantage of the program.

Commissioner Prola asked if the requests to change the name of schools was handled by the Commission or City. A. Mogensen advised the School Districts are exempt and those requests go through the Office of the State Architect not through the City.

Commissioner Polvorosa asked about the projects that will be coming before the Commission in the future. To ensure the Brown Act wasn't in violation A. Mogensen reported he could only provide general information. One is an industrial project, the other is a relocation project.

In chat ~ Erin Ouburg requested training on the Secretary of Interior Standards on the Treatment of Historic Properties be provided to the Commission prior to reviewing projects. The training could be provided by the Historical Society and Erin is a qualified professional per the standards.

Chair Lum asked if there were any items the Commission would like to discuss at future meetings.

Commissioner Prola would like the Commission to brainstorm ideas for Library Summer programs.

Commissioner Chang would like to discuss the plan for the Library's Summer Reading Program.

Chair Lum would like to an update on the Library's involvement in the sesquicentennial celebration and the annual Library use report.

6. CORRESPONDENCE

NONE

7. UNFINISHED BUSINESS

- 7.A. Expanding The Library-Historical Commission to Add Members With Focus on Historic Preservation - Update on Rules Committee Timing

Library Services Director provided an update on the Rules Committee timing. Due to the number of items that are being reviewed by the Rules Committee the item regarding Expanding the Library-Historical Commission to Add Members With Focus on Historic Presentation is scheduled to be reviewed by the Rules Committee in February 2022.

No public comments on the Expanding the Library-Historical Commission to Add Members With Focus on Historic Presentation update.

No Commissioner comments on the Expanding the Library-Historical Commission to Add Members With Focus on Historic Presentation update.

7.B. Mulford Marina Branch Update

Library Services Director B. Simons provided an update on request to provide BookMobile or a mobile service to groups like seniors in assisted living. Staff are looking into ways to incorporate this idea into the Mulford-Marina expansion and the idea to have small mobile service delivery. Due to staffing constraints this is not possible at this time. Grants have been submitted for the funding of the expansion and updates will be provided as they are received.

No public comments on the Mulford-Marina Branch update.

No Commissioner comments on the Mulford-Marina Branch update.

9. REPORTS

9.A. Report of the Secretary

B. Simons provided an update on the expansion of the library hours of operation.

One-on-one meetings with each Commissioner have been scheduled. B. Simons has enjoyed meeting with each member and looks forward to meeting with the members that he has not met with yet.

B. Simons provided an update on the City's sesquicentennial event and projects that the library is working on.

B. Simons recently met with the City's Engineering and Transportation Department regarding the Casa Peralta and possible grants that could fund some of the renovation projects.

B. Simons provided updates on recent grants that the Library has applied for along with the Information Technology Department.

No public comments on Report of the Secretary

Chair Lum asked to confirm the Main Library remains closed on Friday. B. Simons confirmed due to staffing the library remains closed at this time.

9.B. Report of the Chair

NONE

9.C. Committee Reports

NONE

10. COMMISSIONER COMMENTS

NONE

11. ADJOURNMENT

MSC: (Polvorosa/Chang) to adjourn the meeting at 8:35 PM.