



## Library Commission Meeting Minutes

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**City Council Chambers, 200 Old Bernal Avenue, Pleasanton, CA  
November 3, 2022 – 7:00 p.m.**

### **CALL TO ORDER**

The meeting was called to order at 7:01 p.m. by Vice Chairperson Cindi Sabatini.

Information was provided about the meeting being held in-person and streamed live and the request that members of the public wishing to address the commission needing to submit a speaker card.

### Pledge of Allegiance

The Pledge of Allegiance to the flag was recited.

### Roll Call

Commissioners Present: Pam Cosby, Roberta Emerson, Michaela Hertle, Wendy Kimsey, Pranesh Ragu, and Vice Chairperson Cindi Sabatini.

Commissioners Absent: Commissioners Joanne Hall, Sharon Murphy, and Chairperson Sonia Rai

Staff Present: Lia Bushong, Assistant Director of Library and Recreation, John Elison, Librarian and Recreation Coordinator; Reneé Freidus, Senior Librarian; Cherie Buenaflor, Library and Recreation Coordinator; and Edith Caponigro, Recording Secretary.

### **AGENDA AMENDMENTS**

None.

### **MINUTES**

#### **1. Approve regular meeting minutes of October 6, 2022.**

Correction: Item 4, page 4, para.6: Commissioner ~~Murphy~~ Cosby discussed with Ms. Murphy...

A motion was made by Commissioner Hertle, seconded by Commissioner Kimsey, to approve the October 6, 2022 meeting minutes as corrected. **The motion was approved unanimously.**

## **MEETING OPEN TO THE PUBLIC**

### **2. Introductions/Awards/Recognitions/Presentations**

- **Tailored Recreation and Education Collections (TREC's) Grant Update – John Elison, Library and Recreation Coordinator**

Ms. Bushong introduced Mr. Elison to commissioners and advised that he would be reporting on the PLP Innovation & Technology Grant 2021-2022 for the Tailored Recreation and Education Collections (TREC's).

Mr. Elison reviewed with commissioners a PowerPoint presentation that provided details about the Pacific Library Partnership Innovation Grant for \$10,000, received for the October 2021 through October 2022 year, utilized to provide Pleasanton residents access to library materials and services. He discussed the unique situation in Pleasanton of combining Library and Recreation services and how spaces in recreation facilities had been identified as places for the placement of library collections.

Commissioners were provided details about: 1) the inclusion of 3 to 5 books in 100 tote bags that were distributed in 9 classrooms at the Gingerbread Preschool; 2) the distribution of books at the Alviso Adobe Fall Festival; and 3) sensitive topic books added to the Teen Honors Collection at the library that can be taken by teens with no required check-out.

Mr. Elison provided commissioners with information about the Honors collection program noting that the library has received positive response to this. He commented on marketing and promotion efforts being taken to increase awareness about steps being taken by the library to continue increasing the integrity, collaboration, customer service, inclusiveness, and innovation of programs and services being provided.

Commissioners were informed by Mr. Elison that the staff is looking to expand TREC's reach into other areas within the City.

Commissioner Emerson thanked Mr. Elison for his presentation and questioned whether marketing and promotion efforts will be included on the City's website and social media.

Commissioner Kimsey discussed the Honors Book Collection with Mr. Elison who provided information on how the distribution of these books will be handled. She questioned whether the program was being promoted at both middle and high schools and what topics were being covered in the books.

Commissioner Ragu also enjoyed the presentation and discussed with Mr. Elison steps taken that allow teens to access books in the Honors program.

Commissioner Hertle indicated she liked the idea of sensitive materials being accessible to teens. She asked about funding to replace materials that were not returned, and Mr. Elison felt that because it was such a small collection, funding for replacement materials would not be an issue. Commissioner Hertle discussed with Mr. Elison the tools used for labeling materials and routing them to the correct location once they have been returned.

Commissioner Emerson was informed by Mr. Elison that all grant funding received has been used towards the purchase of books and materials.

### **3. Public Comment from the audience regarding items not listed on the agenda**

None.

## **MATTERS FOR THE COMMISSION'S REVIEW / ACTION / INFORMATION**

### **4. Review and Discuss Pleasanton Public Library Programming Status**

Ms. Bushong introduced Ms. Freidus and Ms. Buenaflor to commissioners who shared with commissioners a PowerPoint presentation on the Pleasanton Public Library Programming Status.

Commissioners were informed by Ms. Freidus and Ms. Buenaflor that the library reopened to full hours in August 2021.

Ms. Buenaflor commented on library programs prior to Covid-19 and provided information about youth, teen, and adult programs during these times. Commissioners were advised that youth programs included: Storytimes, Paws to Read, STEAM, School Field Trips, and Booklegger; Teen programs included: Cultural and Summer Reading; and adult programs included: ESL Services, Library Book Club, Books and Coffee, Classic Film Series/Library Film Club, Drop-In Computer Help, and Lawyer in the Library.

She provided additional information and details about programs the library was able to provide online during the pandemic and the programs that are again fully available in-person. Ms. Buenaflor also commented on library programs that have been paused due to the roof replacement renovation at the library.

Vice Chairperson Sabatini was provided information by Ms. Buenaflor about the Brainfuse online program and the services it provides.

Ms. Buenaflor informed Commissioner Kimsey that the Digital Navigation program was a program available online 24/7.

Commissioner Ragu thanked Ms. Buenaflor for a good presentation, Vice Chairperson Sabatini stated she was pleased to learn that the Booklegger program will remain, and Commissioner Cosby felt it was exciting that people were asking for programs to remain online.

Ms. Bushong noted that steps are being taken to improve the City's website and staff will be providing updates to the commission on this as improvements take place.

Ms. Freidus thank Ms. Buenaflor for all her hard work.

## **5. Schedule of Upcoming Meetings and Events of Interest**

Ms. Bushong reviewed with commissioners the Schedule of Upcoming Meetings and Events of Interest with commissioners. She encouraged commissioners to visit the meetings of other commissions on YouTube. She then discussed library programs planned for November.

## **COMMISSION REPORTS**

- A. Policy Committee – Commissioner Cosby reported on a meeting she had attended with Ms. Bushong and Ms. Tao at which they discussed the Policy Committee's next updating item, which will be on the Privacy Policy and how it will be handled. She noted they also discussed outdated policies. The committee is targeting May 2023 for staff to bring a policy for review to the commission for recommendation to the City Council for approval.
- B. Outreach Committee – No report. Committee members were absent that evening.

## **MATTERS INITIATED BY THE COMMISSION**

- A. Vice-Chairperson Sabatini asked for an update on the library's roof project. Ms. Bushong suggested commissioners follow the projects steps on the library website since this is being updated regularly and she will email the link to commissioners so they can sign up for notifications. She provided information regarding delays in the delivery of supplies for the project, noting a closure of the library may be required in spring 2023 for the installation of new windows.

Commissioner Kimsey asked about access to materials at the library during the renovation. Ms. Bushong advised that staff are doing their best to make things safe accessible. Staff will keep the commission updated on the project.

- B. Commissioner Hertle reminded commissioners that this item on the agenda of the time for them to bring up items they would like to discuss or have included on a future meeting agenda.

## **FUTURE AGENDA ITEMS**

- A. Selection of Commission Chair and Vice Chair.
- B. Selection of Subcommittees.

Ms. Bushong advised that both items would be on the agenda for the December meeting. She also requested commissioners inform Office Manager Ania Pawlak if they were not going to be able to attend the December meeting.

## **ADJOURNMENT**

There being no further business a motion was made and seconded to adjourn the meeting at 8:18 p.m.