



Library Commission Minutes

Zoom Webinar – Pleasanton, CA January 7, 2021 - 7:00 p.m.

CALL TO ORDER

The meeting was called to order at 7:03 p.m. by Chairperson Damaser.

Pledge of Allegiance

The Pledge of Allegiance to the flag was recited.

Roll Call

Commissioners Present: Joan Nibert, Michaela Hertle, Sonia Rai, Cindi Sabatini, and Chairperson Larry Damaser. (Commissioner Fern Skowlund joined at 7:06 p.m.)

Commissioners Absent: None.

Staff Present: Heidi Murphy, Library and Recreation Director; Brian Dolan, Assistant City Manager; Lia Bushong, Assistant Director of Library and Recreation; Sean Welch, Management Analyst; Yu Tao, Library Manager; and Edith Caponigro, Recording Secretary.

AGENDA AMENDMENTS

None.

MINUTES

1. Approve regular meeting minutes of March 5, 2020.

Corrections:

Page 3, Item 4, Para.1 - ... how difficult it is for him to ~~attend~~ **focus at a** meeting not knowing what goals the commission has in place.

Page 4, Item 4, Para.1 - ... stated that he would **like** the new subcommittee to...

A motion was made by Chairperson Hertle, seconded by Commissioner Sabatini, to approve the regular meeting minutes of March 5, 2020 as corrected. **The motion was approved unanimously.**

MEETING OPEN TO THE PUBLIC

2. Introductions/Awards/Recognitions/Presentations

None.

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

None

MATTERS BEFORE THE COMMISSION

4. City Council 2021-2022 Two-Year Work Plan Prioritization Process

Mr. Dolan noted that for the past number of years City Council has adopted a two-year work plan that is designed to keep the community informed of Council's "shared vision" pertaining to projects and also as a means of providing the City Manager with needed information for directing City resources that includes being able to prepare the annual budget and capital improvement plan.

Mr. Dolan reviewed with Commissioners a PowerPoint presentation that outlined information pertaining to the Vision Statement, General Plan and Strategic Objectives which included details about the Bernal Property, General Plan, Affordable Housing, City Services, Youth Programs, Public Safety, Traffic, Economic Development, Environmental Awareness, and Enhancing Pleasanton's Quality of Life including Downtown, etc. He noted that the Two-Year Work Plan typically includes potential priority projects identified by the public, mayor and councilmember goals, City staff identified projects, projects that City Council has discussed collectively, and projects that have been previously identified but not yet completed.

Commissioners were advised by Mr. Dolan that with the onset of COVID-19 in 2020 organizational resources and a number of Work Plan priority projects have been carried forward and continue to be priority projects for staff for the next two-years. With seventy-one (71) projects currently ongoing, underway, or scheduled, staff is recommending commissions and committees limit any recommendations they make for the 2021-2022 City Council work plan.

Mr. Dolan informed Commissioners that one Library related Council priority included in the previous plan was for the Library Civic Center Master Plan and is still a priority for City Council, however, some members of the community may oppose this until they feel correctly informed on what will replace the current library and downtown Civic Center area. He discussed the need for voter approval to be obtained to allow changing the Bernal property designation for a new Civic Center and library to be built.

Additionally, Commissioners were provided information regarding a second project for repairing roof and lighting problems at the current library. Mr. Dolan and Ms. Murphy commented on roof problems that have occurred from the original library roof construction that have led to leakage and damage that staff believes will cost approximately \$2M to repair. A repair estimate for lighting is not yet known.

Commissioner Hertle asked for additional information regarding repair costs for the library roof. Mr. Dolan advised that Steve Kirkpatrick has estimated the repair cost to be in the range of approximately \$2M. He noted that \$800,000 has already been set aside for this repair, but another \$1M+ will be needed.

Commissioner Rai asked for clarification on earlier repairs that had been discussed and approved by the Commission. Ms. Murphy advised that approval had been for the construction of interior walls to move staff offices and was not for roof repairs.

Ms. Murphy provided Commissioner Rai information about issues with the lighting system and the need to replace and update the system. She noted that the cost for replacing the lighting system with a new system will be additional to cost on top of the roof repairs.

Commissioner Nibert was informed by Mr. Dolan that he did not believe seismology upgrades would be required when roof repairs were done and noted there were already seismology braces throughout the library.

Mr. Dolan and Mr. Welch commented on Commissioner Nibert's request for clarification regarding the \$300K itemized on page 11 of the 2021-2022 Work Plan Draft that relates to the Library and Civic Center Plan, advising this would be seed money for items needing to be done that included education voters prior to a future general election.

Commissioner Nibert advised she has received comments from people regarding the magnitude and cost of the Library and Civic Center Plan and they are not eager for a change of use for the Bernal area. Mr. Dolan noted that this is a project that will require the community being provided with all the details pertaining to: land use change, raising of funds, fundraising mechanisms, etc. It will also be a project that will have to be done in multiple stages and will take a number of years to be completed. He advised Commissioner Nibert that information about the phasing requirement will be discussed with the community if/when campaigning takes place.

Commissioner Skowlund commented on this being a huge project and questioned whether any steps would be taken this year. Mr. Dolan advised that no steps could be taken until it has been presented to the community for them to vote on and this would not likely take place for another two years.

Commissioner Skowlund congratulated the library staff on doing such a good job in 2020 given the restrictions caused by the pandemic. Chairperson Damaser agreed.

Commissioner Sabatini questioned if staff had any idea what the lighting repairs would be and Ms. Murphy advised that this first had to be added to the Council priority list before staff could begin to estimate repair/replacement costs. Commissioner Sabatini agreed this was a library project that should be on the Council priority list.

Chairperson Damaser questioned whether people would be able to use the library during roof repairs and Commissioner Hertle wondered if repairs could be done while the library is closed because of COVID-19. Mr. Dolan advised that the library would likely need to be closed for approximately five weeks while repairs take place if the City is able to give the construction contractor generous working hours. Ms. Murphy also noted that the repairs would need to be done during a dry season and since this project still needs to be added to the Council's projects priority list before and a repair bid obtained, repairs would likely not take place until 2022.

A motion was made by Commissioner Rai, seconded by Commissioner Sabatini, identifying the following two projects, in order of priority, to be considered for the City Council 2021-2022 Two-Year Work Plan Prioritization Process:

- 1) Library Roof and Lighting Repairs, and
- 2) Library Civic Center Master Plan

ROLL CALL VOTE:

AYES: Commissioners Hertle, Nibert, Rai, Sabatini, Skowlund, and Chairperson Damaser.

NOES: None

ABSENT: None

ABSTAIN: None

Commissioner Nibert discussed with Mr. Dolan road issues on West Las Positas Road. Mr. Dolan commented on this being a difficult problem to solve but advised staff has been working to try and resolve. He advised that fixing the problem is going to be a big job because the road was built over a riverbank and there is a lot of movement and expansion.

Commissioner Nibert suggested the City add more signage warning people of the problems. Mr. Dolan indicated he would share this recommendation with the appropriate city staff.

5. Review and Discuss Status Updates on Fines and Materials Recovery of the Pleasanton Public Library

Ms. Bushong shared a PowerPoint presentation with Commissioners providing an update on the recently installed Fines Free and Materials Recovery Policies adopted at the Pleasanton Public Library. She discussed and reviewed the percentage changes to Revenue Impact, Lost Materials Data, and Library Activities.

Commissioners were advised by Ms. Bushong that the Library has seen: 1) a 23% increase in new library cards being issues, 2) a 12% increase in physical checkouts, 3) a 45% increase in digital materials being checked out, 4) a 4% increase in the turnover rate of materials, and 5) the number of library visitors remaining stable. Also an additional benefit to the elimination of daily fines has been a reduction in the time staff has needed to spend managing fines and fees.

Commissioner Sabatini indicated her surprise at receiving such good news about the policy changes. Commissioner Skowlund agreed stating she had wondered if the changes were going to work.

Ms. Bushong provided Commissioner Nibert with an explanation on items that are considered "fees" i.e. staffs time spent billing for items 30-days past due and eventually forwarding to be handled by a collection agency. Ms. Tao noted there are fees charged for lost items.

Commissioner Rai congratulated library staff on doing a great job, but noted that some people have shared with her their frustration at not being able to obtain items because library users are taking longer to return items because of the "no fine" policy. Ms. Bushong advised that staff has identified this as a problem and have discussed the need to purchase more copies of popular items but there have been problems receiving items because of the pandemic. Ms. Tao noted that shipping is getting better and staff has identified and ordered a number of the more popular books.

Commissioner Nibert commented on the frustration of not being able to obtain books and because of the pandemic people have been forgetting to return books. Commissioner Hertle agreed with Commissioners Rai and Nibert concerns but still feels that the Fines Free and Materials Recovery Policies were the right thing to do and that the program was still a work in process. Chairperson Damaser agreed.

6. Select Commission Chair, Vice Chairperson, and Committee Assignments

Ms. Murphy advised that annually the Commission selects a Chairperson and Vice Chairperson to run meetings and also reviews committee appointments and asked that this be considered and a Chair and Vice Chairperson be selected. Commissioners were advised that they had been provided a Commission Roster showing current committee assignments and expiration terms for each commissioners.

After confirming that Chairperson Damaser and Commissioner Nibert were planning to renew for a second term a motion was made by Commissioner Sabatini, seconded by Commissioner Nibert to nominate and elect Commissioner Damaser to serve a second term as Chair of the Library Commission for the period February 2021 – December 2021.

ROLL CALL VOTE:

AYES: Commissioners Hertle, Nibert, Rai, Sabatini, Skowlund, and Chairperson Damaser
NOES: None
ABSENT: None
ABSTAIN: None

A motion was made by Commissioner Nibert, seconded by Commissioner Skowlund to nominate and elect Commissioner Rai to serve a second term as Vice Chairperson of the Library Commission for the period February 2021 – December 2021.

ROLL CALL VOTE:

AYES: Commissioners Hertle, Nibert, Rai, Sabatini, Skowlund, and Chairperson Damaser
NOES: None
ABSENT: None
ABSTAIN: None

Commissioners reviewed the committee assignments list. Commissioner Skowlund was assigned to the Policy Committee and all other assignments remained the same.

MATTERS INITIATED BY THE COMMISSION

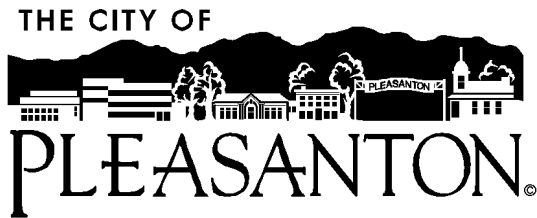
Commissioner Rai asked about the possibility of future online meetings of the Library Commission. Ms. Murphy advised that commission meetings are only being held if an item being considered is on the Council's Priority List. Staff will try to send out additional information about items taking place and suggested commissioners try to follow things on Facebook and social media.

Commissioner Rai questioned whether any further steps had been taken regarding the possible merger of the Library and Parks and Recreation Commissions. Ms. Murphy advised this has not been a staff priority because of the pandemic but would like to have further discussions with the two commissions before being able to take something to City Council for their consideration.

Chairperson Damaser commended staff on doing a great job keeping things moving smoothly at the library during the pandemic. Ms. Murphy agreed, noting staff has been incredible and diligent.

ADJOURNMENT

There being no further business a motion was made and seconded to adjourn the meeting at 8:31 p.m.



Civic Arts Commission and Library Commission Joint Special Meeting Minutes

**Zoom Webinar – Pleasanton, CA
May 24, 2021 – 6:30 p.m.**

CALL TO ORDER

The meeting was called to order at 7:02 p.m. by Civic Arts Chairperson Huling Song.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the flag was recited.

ROLL CALL

Civic Arts Commission:

Commissioners Present: John Baiocchi, Jeanne Farley-Rodgers, Hira Raghavan, Stephanie Pellegrino, Jamie Yee, Katie Brunner, Janice Coleman-Knight, and Chairperson Huling Song.

Commissioners Absent: None

Library Commission:

Commissioners Present: Pam Cosby, Joanne Hall, Michaela Hertle, Sharon Murphy, Pranesh Ragu, Sonia Rai, Cindi Sabatini, and Chairperson Larry Damaser.

Commissioners Absent: Wendy Kimsey.

Staff Present:

Tamara Whitney, Recreation Manager; Lia Bushong, Assistant Director of Library and Recreation; Yu Tao, Library and Recreation Manager; Katie Delang, Librarian; John Elison, Library and Recreation Coordinator; and Edith Caponigro, Recording Secretary.

AGENDA AMENDMENTS

None.

MEETING OPEN TO THE PUBLIC

1. Introductions/Awards/Recognitions/Presentations

Chairperson Song welcomed everyone and asked that all commissioners introduce themselves and indicate which commission they represented.

MATTERS FOR THE COMMISSION'S REVIEW / ACTION / INFORMATION

2. Approve the Appointment of Nikita Jayaprakash as The Pleasanton Teen Poet Laureate for the 2021/2022 School Year.

Ms. Whitney introduced Katie Delang and asked that she provide information about the Teen Poet Laureate program and recommendation to approve the appointment of Nikita Jayaprakash as the Pleasanton Teen Poet Laureate for the 2021/2022 school year.

Ms. Delang provided details about the establishment of the Pleasanton Poet Laureate position in November 1998 and with the success of the Adult Poet Laureate position, the city started in August 2012 the formal process of recruiting and appointing a Teen Poet Laureate, who is invited to share poetry and literary pieces at public events and dedications, as well as conduct workshops, poetry readings and events.

Because of the COVID pandemic, the Teen Poet Laureate selection process was paused for the 2020/2021, but in April 2021, the Library and Recreation staff once again began the formal recruitment process for the 2021/2022 school year and on May 17, 2021, commissioners from the Civic Arts, Library, and Human Services Commissions joined staff members in the interview and selection process of candidates for the Teen Poet Laureate position and recommend the appointment of Nikita Jayaprakash. Nikita is a Pleasanton teen actively involved in the community, has volunteered at the Pleasanton Public Library as a Kid Power volunteer, and at the Senior Center as a Leader in Training. She has also received the district Award of Excellence, the state Award of Merit, and has been published in two anthologies.

Ms. Delang introduced Nikita Jayaprakash to commissioners who then recited for them her poem entitled:

“The Way We Watch”

When I was younger

I'd watch my favorite movies within 30 minutes
Because I'd only watch the scenes with the best people in it
I'd watch the best moments and disregard the rest
and get that happy feeling in my chest
I'd listen to the funniest jokes that I've heard before
the ones that never fail to make you laugh some more;

I knew my favorite lines by heart
and I never had to rewatch the scary parts

When I was younger
I'd watch my favorite movies within 30 minutes
because I'd only watch the scenes with the best people in it
And looking back,
it's quite a clever tactic,
that we should all have adopted.

Rewind the film of this year
and watch your favorite scenes once more:
so many family meals that our schedules never allowed for
so many pets not spending the waiting at the door
so many friendships that prove misfortune can't break a rapport
so many stories that become the next generation folklore

Find your favorite lines to quote to your family
and see if they remember just the same
the small moments that you won't give away
every memory tucked in your pocket for a rainy day

And then it's time to retire the remote
and let the story continue
It's time to buy the next ticket
and go to a different venue
It's time to remove the bookmark
though the shock of our plot twist has yet to settle
It's time to turn the page
for we have yet to write our next sequel

Commissioners complimented Nikita on her beautiful poem and those who had been members of the Teen Poet Laureate Selection Committee were pleased to recommend her for the position and thought she had stood out as the strongest candidate and would be able to work well with both seniors and youth.

Chairperson Damaser thanked staff and the committee members for their recommendation of Nikita Jayaprakash as the Teen Poet Laureate for the 2021/2022 school year.

Commissioner Raghaven felt Nikita's poem was very insightful and Commissioner Farley-Rodgers felt it was a heartwarming piece of poetry.

A motion was made by Commissioner Baiocchi, seconded by Commissioner Hertle, recommending approval of the appointment of Nikita Javaprakash as the Pleasanton Teen Poet Laureate for the 2021/2022 school year.

ROLL CALL VOTE:

Civic Arts Commission

AYES: Commissioners Baiocchi, Farley-Rodgers, Raghavan, Pellegrino, Brunner, Coleman-Knight, and Chairperson Song.
NOES: None
ABSENT: Commissioner Yee
ABSTAIN: None

Library Commission

AYES: Commissioners Cosby, Hall, Hertle, Murphy, Ragu, Rai, Sabatini, and Chairperson Damaser.
NOES: None
ABSENT: None
ABSTAIN: None

3. Review and Comment on Collaborative Library and Civic Arts Grant Program, “Youth Arts Over a Virtual Summer”

Ms. Whitney introduced Mr. Elison and asked him to provide information about the Collaborative Library and Civic Arts Grant Program.

Mr. Elison advised that with the onset of the COVID-19 pandemic and the inability to gather in-person, virtual programming has become necessary for organizations that serve community needs, and the Pleasanton Library and Recreation Department adapted to the change by offering a variety of virtual programs that includes story times, game nights, field trips, teen improv nights, and scavenger hunts.

Commissioners were advised that being able to continue virtual programming requires technology upgrades and creative applications and a LSTA grant was submitted to address certain technology needs with a \$13,000 grant being awarded.

Mr. Elison noted that the goal of “Youth Arts Over a Virtual Summer” is to enhance existing technology and be able to add new programs that will foster self-discovery, build social connections, and enhance engagement with the Pleasanton Library and the Firehouse Arts Center in programs that will include interactive events.

Commissioner Hertle stated she was happy to see the library moving forward with such programs. Commissioner Rai agreed and was pleased with the programs that had been offered throughout the Pandemic.

Commissioner Sabatini was pleased to learn that staff had applied for the grant. Commissioner Ragu agreed and stated he had enjoyed many of the library programs.

Mr. Elison provided Commissioner Hall with details about the timeline for the program.

Commissioner Murphy felt there was going to be diverse programs for many people. Commissioner Cosby and Chairperson Damaser agreed.

Commissioners Baiocchi and Farley-Rodgers felt the Virtual Summer program was a good idea and were appreciative of all the library has been able to offer during the pandemic. Commissioner Raghaven also agreed it would be a good program and Commissioner Pellegrino was pleased to see it offered something for all age groups.

Commissioners Brunner and Coleman-Knight congratulated staff on obtaining the grant and discussed details of the 3-day step-by-step drawing program with Mr. Ellison.

Chairperson Song also thanked staff for submitting an application for the LSTA grant that will help continue providing enriching programs for the community.

Commissioner Yee asked about the evaluation process for the grant and how the City of Pleasanton was able to meet the required goals. Mr. Ellison provided details and noted that an evaluation report will need to be processed and presented.

4. Review and discuss Library and Civic Arts Reopening Plan

Ms. Whitney reviewed with commissioners a presentation on the City of Pleasanton's plans for reopening. She commented on how the Library and Recreation Department has needed to change how services are delivered because of the COVID-19 pandemic and advised that in analyzing usage and feedback from the community, staff has been working with the Human Resources and Operation Services departments on developing reopening plans for facilities, programs, and performances. As State and County public health orders change, Library and Civic Arts services will reopen in a phased approach.

Commissioners were provided details by Ms. Whitney of safety measures and facility upgrades that have taken place in response to COVID-19 together with information on the reopening of the Pleasanton Library and Firehouse Arts Center with members of the community being encouraged to "Discover-Connect-Enjoy" and starting their journey at these locations.

Chairperson Song thanked the Library, Recreation and Civic Arts staff for all their hard work during COVID-19. Commissioner Hertle agreed and was pleased that the Discover-Connect-Enjoy slogan was being used to encourage people back into the community.

Commissioner Rai was hoping to soon be able to get back being able to socialize with everyone and getting back to some normalcy. Commissioner Sabatini liked the idea of being able to do things again.

Commissioner Ragu liked the presentation and questioned whether the city would still require people to wear masks. Ms. Whitney advised that guidance would be taken from the County.

Commissioner Hall liked the comprehensive reopening plan and Commissioner Murphy liked that the word “Discover” was included in the slogan.

Commissioner Cosby thanked Ms. Whitney for the presentation and gave kudos for the safety steps to be taken during the reopening.

Chairperson Damaser noted that “Discover-Connect-Share” was the slogan used first by the library.

Commissioner Baiocchi felt the reopening presentation was good and Commissioner Farley-Rodgers thought the word “Participate” should be included in the slogan.

Commissioner Raghaven felt the plan was awesome and stated she was amazed at what the city has been able to offer during COVID.

Commissioner Yee suggested the word “Caution” be used because the City of Pleasanton will likely take a conservative approach to reopening. She indicated that she works for the County and commented on numbers that are being noticed from youth sports.

Commissioner Brunner asked about the new staff workspaces at the library and questioned if any improvements had been made to the Amador Theater balcony. Ms. Whitney provided details.

Commissioner Coleman-Knight stated that she would choose the word “Imagine” for the slogan because the community is ready to imagine possibilities.

Chairperson Song indicated “Innovate” is the word she would choose for the slogan and that she would also like to see some of the virtual programs maintained.

ADJOURNMENT

A motion was made and seconded to adjourn the meeting at 8:12 p.m.

Next Meeting:	Civic Arts Commission	August 2, 2021
	Library Commission	August 5, 2021