



Library Commission Meeting Minutes

**City Council Chambers, 200 Old Bernal Avenue, Pleasanton, CA
September 1, 2022 – 7:00 p.m.**

CALL TO ORDER

The meeting was called to order at 7:00 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, Sharon Murphy, Pranesh Ragu, and Vice Chairperson Cindi Sabatini

Commissioners Absent: Commissioner Wendy Kimsey and Chairperson Sonia Rai

Staff Present: Heidi Murphy, Director of Library and Recreation Yu Tao, Library Manager; Kathlyn Delang, Librarian; Jennifer Young, Supervising Library Clerk; Chris Ota, Librarian; Renee Freidus, Senior Librarian; and Edith Caponigro, Recording Secretary

AGENDA AMENDMENTS

None.

MINUTES

1. Approve regular meeting minutes of July 7, 2022.

A motion was made by Commissioner Hertle, seconded by Commissioner Emerson, to approve the July 7, 2022 meeting minutes. **The motion was approved unanimously.**

MEETING OPEN TO THE PUBLIC

2. Introductions/Awards/Recognitions/Presentations

- Summer Reading Program 2022 Highlights and Statistics – Katie Delang

Ms. Delang provided commissioners with an overview of the Summer Reading Program for 2022 noting that the mission of the library was to “Start your journey here: Discover, Connect, Enjoy”. She discussed the programs, goals and services provided that included children, teens and adults with prizes being offered for participation. Ms. Delang noted that 1,158 Children participated with 4,555 activities being completed and 392 book prizes awarded. The Teen program had 187 participants with 1,241 activities completed and 45 book prizes awarded. The Adult program had 520 participants with 2,439 activities completed and 41 book prizes awarded.

Commissioners were advised that a total of 63 in-person programs were provided both on and offsite with a total of 2,628 in-person attendees. Volunteer statistics included 53 teen volunteers who provided 326 volunteer hours and 42 Kid Power volunteers who served a total of 471 hours.

Ms. Delang reviewed with commissioners’ photos from several the activities, including Pop-Up Games, Craft-ernoons, Camp Cheerio, Campfire Stores, and decorations. She discussed the performance schedule commenting on the “Made to Order Fairy Tale” offered by Creatures of Impulse, the High School Music Collaborative, Camp NaNoWriMo, Pleasanton Youth Drama Arts Showcases, and the presentation by Peripatetic Players of “Lord of a Ring in a Suitcase.”

Additionally, commissioners were informed by Ms. Delang that 531 participants attended Storytimes, 225 attended Pop-Up Games, 485 attended Craft-ernoons, 64 participated in passive programs, and 256 attendees joined additional summer programs, such as: Paws to Read, Camp NaNoWriMo, and Camp Cheerio.

Commissioner Hertle thanked Ms. Delang for the presentation and stated that she loved the imagination, bright colors, and themes provided by the teams for all the programs. She questioned whether community engagement was returning to pre-Covid numbers and in reviewing the accomplishments what staff felt should be improved on for the next year. Ms. Delang indicated that staff was seeing a significant increase in the number of people participating and that more outreach opportunities were needed to encourage the community try the programs.

Commissioner Emerson agreed with Commission Hertle’s comment about the creativity of staff and thought the camp program was terrific. She had questions about teen involvement in the programs and Ms. Delang advised that more teens participated in programs this year and staff is considering offering more teen programs next year to encourage teens to participate.

Commission Murphy also congratulated staff on the great programs. She was excited to see the substantial number of volunteers and questioned how teens could sign up to volunteer. Ms. Delang provided details about volunteering noting that teens can sign-up to volunteer as often

as they want. She noted that volunteering had been paused during the COVID-19 pandemic and advised that middle-school volunteers are used only in the summer months.

Commissioner Ragu was also pleased with the creativity of programs and how much members of the community had engaged in them.

Commissioner Cosby commented on the number of things that people can engage in, noting that she personally had read eleven books during the summer and had also liked the applications that staff had used for logging-in to the reading program. Commissioner Emerson questioned whether people had trouble using the applications and Ms. Delang advised that some members of the community still prefer to use a paper log.

Vice-Chairperson Sabatini thanked Ms. Delang for the presentation and discussed with her the small number of hours provided for middle school students. Ms. Delang indicated it was because the program was only offered to 7th and 8th grade students and that this was a much more reasonable number of volunteers for the program.

- September Library Card Sign Up Outreach Plan – Jennifer Young, Circulation Manager

Ms. Young informed commissioners that September is Library Card Sign-Up Month and the new library card design by Sammy Chittoor will be launched in tandem with the American Library Association campaign being chaired by Cara Mentzel and Idina Menzel. She provided details about the outreach plan that will include lots of social media postings, website posting, as well as library lobby and service desk signage. Additional outreach will take place at the September 10, 2022 Farmer's Market from 9:00 to 1:00 p.m. and at the Alviso Adobe Fall Festival on September 24, 2022 from 11:00 – 2:00 p.m.

Commissioners were advised by Ms. Young that 10,000 new library cards were ordered and are currently being offered at the Pleasanton Public Library and eCard registration flyers will be provided in English, Spanish and Chinese. It was noted by Ms. Young that any California resident can apply for an eCard by going to bit.ly/plcardregistration, or by using an available QR code.

Commissioner Hertle encouraged people to get the new library card, noting that new cards can be obtained any time and not just during the month of September.

Commissioner Murphy indicated she had been unaware of the fact that any California resident could apply for a Pleasanton card and Ms. Murphy provided information about the Universal Borrowing Program with the State of California.

Vice-Chairperson Sabatini asked about the goal for getting new library card holders in the month of September and was informed by Ms. Young that the hope is to get a substantial number in September. She noted that the September number is typically larger because of the number of student library cards. On average a typical month is about 400 new library card holders.

Commissioner Emerson discussed the possibility of Pleasanton residents getting library cards from other areas in California.

- **Library Roof Replacement Project – Chris Ota**

Mr. Ota provided an update on the Pleasanton Library Roof Replacement Project noting it is a major project started in the summer of 2022 and anticipated to be completed Late Fall 2022. He noted that the roof being replaced is 34 years old and has been problematic for some time.

Commissioners were advised by Mr. Ota that the project includes removal and replacement of the old roof, installation of new clerestory windows and frames, and improvement and enlargement of the roof access panels. Phase 1 will be the removal and replacement of existing roof tiles and underlay, Phase 2 will be removal and replacement of windows and frames, and Phase 3 will include interior construction and installation of roof access panels. Mr. Ota noted that a three-week library closure is anticipated with some sections still needing to remain closed after the reopening. Ms. Murphy advised that closure of the library may need to be flexible, and all scheduling will be tentative and dependent on weather, construction materials availability, etc.

Commissioner Hertle asked about the time and date of the closure and was informed by staff that it will depend on several factors particularly the availability of materials.

Vice Chairperson Sabatini questioned whether the project would be finished by the fall and Ms. Murphy again reiterated that much would depend on the availability of materials and the weather.

Commissioner Emerson discussed the need for a press release since many in the community are unaware of this project. She also felt the time for completing this project could be past the fall. Mr. Ota advised that staff was working on public messaging and information is available on the city's website and will be constantly updated.

Commissioner Emerson had concerns about the books at the library during the construction and how people would be able to check them out. Mr. Ota advised that plans are underway on how to provide items during the construction and closure. Commissioner Emerson felt communication with the community was important so people are aware of how they will be able to obtain items from the library.

Commissioner Murphy was advised by Mr. Ota that staff will still be working at the library during construction.

Commissioner Hertle commented on the architecture of the library and felt this could be an opportunity for the community to learn about the roof design. She was pleased to note that the city was taking time and precautions to make the roof access area larger for anyone who needs to do future work in that area.

- Library and Recreation Mobile Vehicle Presentation – Renee Freidus

Ms. Freidus provided information about the California State Library Grant that has been awarded for \$175,000 to purchase a mobile library and recreation vehicle. The grant funding covers approximately one-half of the total cost of a vehicle. She indicated that such a vehicle will allow for connecting with members of the community that do not visit the library in-person and offer an opportunity for sharing library services. Additionally, Ms. Freidus discussed outreach opportunities with senior living facilities, partner organizations, and the Pleasanton Unified School District.

Commissioners were provided details by Ms. Freidus about the type of vehicle, the equipment and supplies on the mobile vehicle, and the cost of such. She noted that staff was collaborating with a consultant who is providing guidance on the types of items that will be needed both for the inside and outside of the vehicle. Outside items could include an awning, vehicle wrap, storage, electric generator, solar panels for alternate power, more than one entrance/exit, HDTV and speakers. Inside items could include computer, built-in WIFI, DVD player, folding tables, modular storage for books, program materials, sports equipment, etc.

Ms. Freidus reviewed with commissioners a proposed design of the mobile vehicle's interior floor plan and discussed why this type of vehicle has been considered.

Commissioner Ragu questioned how many people would be allowed into the vehicle at the same time. Ms. Freidus stated it would depend on the final configuration, but that only two would be allowed when the vehicle is being driven.

Commissioner Emerson asked if the idea of a mobile library was something that would be unique to Pleasanton, or whether other cities had, or were getting, something similar. She was provided information about the eighty libraries that had applied for a grant and the fifteen that were receiving grants.

Commissioner Cosby discussed with Ms. Murphy sponsorship possibilities. Ms. Murphy stated that the opportunity to help sponsor the vehicle was only being offered to Friends groups as a way to be engaged in this project. The department works with three separate 501c3 organizations, the Friends of the Pleasanton Library, the Friends of the Pleasanton Senior Center, and the Friends of Gingerbread Preschool.

Commissioner Murphy noted that the Friends of the Library group had also discussed corporate sponsorships and Ms. Murphy indicated that staff was not looking at corporate sponsorships at this time, and if they did explore that option, staff would need to obtain more details from city management before moving forward.

Commissioner Emerson asked for details on how senior citizens would be able to access books placed on hold and if they would be able to obtain them from the mobile library. Ms. Freidus provided details and noted that books would be specifically purchased for the mobile library.

Commissioner Hertle asked about the timeframe for purchasing the vehicle and was advised by Ms. Freidus that it was out of the control of staff because of issues in the supply chain. She noted that once an order has been placed it could take about a year before the vehicle would be delivered. Ms. Freidus indicated that staff was hoping to be able to place an order for a vehicle by November 2022.

Commissioner Hertle asked about the timing for the grant and was advised by Ms. Freidus that the grant runs till November 2024, however, this could be extended because of the difficulty in getting vehicles.

Commissioner Cosby asked about the exterior painting for the vehicle and Ms. Freidus indicated that staff has contacted a local company to put together a design and if commissioners have any suggestions for things to be added to the design, they should let staff know and Ms. Murphy noted that this was all still very early in the process.

Ms. Murphy thanked the library team for all their great presentations.

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

None.

MATTERS FOR THE COMMISSION'S REVIEW / ACTION / INFORMATION

None.

MATTERS INITIATED BY THE COMMISSION

None.

FUTURE AGENDA ITEMS

- A. Ms. Murphy noted that commissioner Committee Reports will be on the agenda for the next meeting and asked commissioners to advise staff of any actionable items they may want to add to the agenda.

ADJOURNMENT

There being no further business a motion was made and seconded to adjourn the meeting at 8:27 p.m.