

ALAMEDA COUNTY LIBRARY

ALAMEDA COUNTY LIBRARY ADVISORY COMMISSION  
MEETING SUMMARY ACTION MINUTES  
July 7, 2021  
Virtual Meeting

**CALL TO ORDER**

The meeting was called to order by chairperson, Michael Baldwin, at 7:03 p.m.

**ROLL CALL**

**Members Present:**

Michael Baldwin  
Pat Gacoscos  
Michael McCorriston  
Teresa Keng  
Cheryl Hoffmann  
Sarah Wilson  
Karen Bridges  
Subru Bhat  
Maria "Sucy" Collazo

**Members Absent:**

Ge'nell Gary  
Tyler Dragoni

**PUBLIC COMMENT**

None

**CONSENT CALENDAR**

1. Approval of Minutes of April 7, 2021

Commissioner Karen Bridges moved and Commissioner Pat Gacoscos seconded to approve the minutes of April 7, 2021. The motion was approved by unanimous vote.

**DISCUSSION CALENDAR**

2. Election of Chair and Vice Chair

Chair – Michael Baldwin

Commissioner Bridges moved to re-elect Commissioner Michael Baldwin as Commission Chairperson. Commissioner Sucy Collazo seconded the motion. The motion was approved and Commissioner Baldwin was re-elected as Chairperson by unanimous vote.

Vice-Chair: Sarah Wilson

Commissioner Baldwin moved to elect Commissioner Sarah Wilson as Commission Vice-Chairperson. Commissioner Bridges seconded the motion. The motion was approved and Commissioner Wilson was elected as Vice-Chairperson by unanimous vote.

### 3. Tour of Centerville Library

County Librarian Cindy Chadwick introduced Becky Machetta, Manager of the Fremont Neighborhood Libraries. Ms. Machetta then introduced Assistant Manager Kirk Hammond.

Ms. Machetta gave a brief presentation on the Fremont Neighborhood Libraries: Centerville, Irvington and Niles then led a virtual tour with Mr. Hammond of Centerville Library.

Commissioner Baldwin asked who had permission to plant in the library garden. Ms. Machetta explained that currently only library staff can plant in the garden but there are hopes to partner with community organizations again after COVID restrictions are lifted.

Alternate Commissioner Michael McCorriston asked what the library does with the produce that is yielded from the garden. Ms. Machetta shared that they harvested 54 pounds of fava beans in the past and gave them out to the community. The Library would like to later partner with community organizations and food banks in the future as the yielded harvest grows.

Alternate Commissioner McCorriston observed that Centerville Library seems to focus their services more towards younger children and asked if there was anything that offered more focus towards young adults. Ms. Machetta answered that most teens want to come in to volunteer or have more academic reasons for their visits. She goes on to report that Centerville has a new teen advisory group and is starting to do more outreach in the community. They hope to grow more teen centered programming.

### 4. ACLAC Retreat Planning

County Librarian Chadwick shared the plan to have the Commission meet for a retreat on September 11<sup>th</sup> or 25<sup>th</sup> at Castro Valley Library. The retreat goals include clarifying the role of the commission, establishing a vision statement, and developing an action plan towards achieving the vision.

Commissioner Subru Bhat commented that ACLAC is not the first commission to have a retreat and requested information on what other advisory boards and commissions are doing in their organizations so that ACLAC can take them into consideration at the retreat. County Librarian Chadwick thanked Commissioner Bhat for his request and said that there are plans to share this information with the Commission in preparation for the retreat.

Commissioner Bhat encouraged the Commission to work towards creating a two-way exchange of information rather than a presentation-based framework.

Commissioner Bridges added that the Commission has been approached for their opinion and feedback in the past. She also added that they used to go on field trips and hopes that can be a possibility again in the future.

Commissioner Baldwin commented that a retreat is a perfect time and place to hammer out the details of what the Commissioners want ACLAC to be.

## 5. County Librarian's Report

County Librarian Chadwick shared updates on the Library's plans for reopening, Summer Adventure, Raising Leaders, ULC Leadership Brief and Build America's Libraries Act.

### *Library Reopening Update*

Currently, all library buildings are open for limited hours. The Library is working with Labor to move forward in the plan to reopen to pre-pandemic service hours. The plan exists in three stages:

1<sup>st</sup> stage – Open up all return circulation, including the AMHS (Automatic Materials Handling System) machines.

2<sup>nd</sup> stage – Welcome volunteers back in the libraries.

3<sup>rd</sup> stage – Returning to pre-pandemic hours at all of the libraries.

### *Summer Adventure*

The reimagined Summer Reading Game is more about having new experiences and less about reading a number of books. In the first 2 weeks of the Summer Adventure, the Library has had 934 entries, compared to 258 entries in the first 2 weeks of 2020.

### *Raising Leaders*

The Library has partnered with Hayward Adult School to offer an eight-week long, paid internship to young adults. Led by teacher Davida Scott, the program matches students in their late teens to early 20s with some agencies within the County. For most of the students, this is their first work experience. Job descriptions were provided to the students. With help from ACLF (Alameda County Library Foundation) the Library was able to gift each student in the first cohort with their own laptop at the end of the internship. The second cohort will be welcomed later in July and will conclude in September.

### *ULC Leadership Brief*

AC Library along with 150 other libraries across American and Canada belong to the Urban Libraries Council (ULC). County Librarian Chadwick shared a Leadership Brief with the Commissioners outlining talking points and advice for advocacy towards becoming a racist-free organization. More information can be found at <https://www.urbanlibraries.org/>

### *Build Americas Libraries Act*

This national initiative would provide funding to build new libraries and help maintain and upgrade existing ones. County Library Chadwick encouraged the Commissioners to visit the webpage and help get local legislators involved by supporting the Build Americas Libraries Act.

Alternate Commissioner McCorriston asked how circulation trends are captured and what impact that has on the services provided by the Library. County Librarian Chadwick explained that ACL (Alameda County Library) is tracking the community's needs based on what services are used or requested by members. As needs turned more towards online services, the Library answered by shifting focus to serve the need. A follow-up conversation can be had at a later date to equip the Commissioners with more information so that they can confidently speak about the services offered and how the Library adapts to the needs of the community.

Alternate Commissioner McCorriston asked if the Library's goal to fully reopen by the end of summer applied to all of the Library locations or if the plan is to open in geographic phases. County Librarian Chadwick replied that the reopening of AC Libraries will likely happen in phases. Each location has many moving parts that need to happen before we can fully open. The balance of the needs of each location must be kept in mind. At the end of the day it depends on staffing. Many library staff were deployed for Disaster Services, homeless outreach and working remotely for Health Care Services. One of the first steps is getting people back to their home libraries.

County Librarian Chadwick added that Newark staff have been able to work around the system while they wait for their new building. Many served as staff at the PODs (Points of Dispensing).

Commissioner Bhat asked if there was any update on Newark Library. County Librarian Chadwick reports that the Library hopes to open Newark in the next couple months. A meeting with the BOS (Board of Supervisors) and the City of Newark is aimed for September. Commissioner Collazo adds that the City of Newark is planning for a ribbon cutting for October.

## 6. Commissioners' Updates and Reports

Commissioner Collazo shared that the Newark Mariachi Festival will be on August 22<sup>nd</sup>. Newark Days is also planned for September 16<sup>th</sup>-19<sup>th</sup>.

Commissioner Baldwin reports that a member at Castro Valley Library had an outburst about having to wear a mask during a recent visit. He commends the Library staff in handling the situation professionally.

Commissioner Bhat shares that he has been visiting Union City Library and is happy to see the staff there doing a great job.

Commissioner Cheryl Hoffmann visited the story walk at Toledo Park in San Lorenzo. She said it was beautiful and enjoyed the walk. County Librarian Chadwick shared that the Library has more story walks at Castro Valley and Fremont Main and it's a great activity to do with the family.

7. Next Meeting Date/Place

Retreat

Date: September 25, 2021  
Place: Castro Valley Library  
Time: 9:00 am

Regular meeting

Date: October 6, 2021  
Place: Virtual, Hybrid or Newark Library  
Time: 7:00 pm

Adjournment

Commissioner Gacoscos moved and Commissioner Collazo seconded for adjournment. The meeting was adjourned at 8:30p.m.