Fremont Library Advisory Commission
Agenda
Monday, March 15th, 2021

The Fremont Library Advisory Commission is a citizen commission appointed by the Fremont City Council. The Fremont Library Advisory Commission business is conducted in a public forum and operates within the provisions of the Brown Act. Information on the Brown Act may be obtained from the City Clerk’s office at 3300 Capitol Avenue (phone 284-4060).

General Order of Business:
1. Call to Order – 7:00 p.m.
2. Roll Call
3. Approval of Minutes
4. Public Communications
5. Scheduled Items
6. Staff Report
7. Commission and Staff Communications
8. Future Agenda Items
9. Adjournment

Order of Discussion
Generally, the order of discussion after introduction of an item by the chair will include comments and information by staff followed by Fremont Library Advisory Commission questions, inquiries or discussion. The authorized representative or interested citizens may then speak on the item. At the close of public discussion, the Commission will consider the item and action will be taken. Items on the agenda may be moved from the order listed.

Addressing the Fremont Library Advisory Commission
Any person may speak on any item under discussion by the Fremont Library Advisory Commission after receiving recognition by the Chair. Speaker cards will be available prior to and during the meeting. To address the Commission, a card must be submitted to the Chair indicating name, address and the number of the item upon which a person wishes to speak. Speakers are required to line up to conserve time between speakers. When addressing the Fremont Library Advisory Commission, please state your name and address. In order to ensure all persons have the opportunity to speak, a time limit may be set by the Chair for each speaker. In the interest of time, please limit your comments to new material; do not repeat what a prior speaker has said.
Public Communications
Any person desiring to speak on a matter that is not scheduled on this agenda may do so under Public Communications. The Fremont Library Advisory Commission will take no action on an item which does not appear on the agenda. The item will be agendized for the next regular meeting or at a special meeting called in accordance with the terms of the Brown Act. The Fremont Library Advisory Commission may establish time limits of presentations.

Important Information Regarding the Fremont Library Advisory Commission Meeting
Pursuant to State of California Executive Order N-29-20 dated March 17, 2020, regarding the COVID-19 pandemic, the Fremont Main Library will not be open for November 16, 2020 meeting of the Fremont Library Advisory Commission. The meeting will be conducted remotely via video/teleconference. The Public may watch and/or participate in the public meeting by joining the meeting through the Zoom Videoconference link provided below. The public may also join the meeting by calling the below listed teleconference phone number. Further instructions on how to make public comments throughout the videoconference or teleconference will be provided at the https://fremont.gov/1480/Library-AdvisoryCommission.

If you are an individual with a disability and need a reasonable modification or accommodation pursuant to the Americans with Disabilities Act (“ADA”), please contact Amanda Gallo at agallo@fremont.gov or 510-289-9053 at least [24/48] hours prior to this meeting for assistance.

HOW TO JOIN MAKE A PUBLIC COMMENT ONLINE OR BY PHONE: The meeting will begin at 7:00 pm. Whether you participate online or by phone, you may wish to "arrive" early so that you can address any technology questions prior to the start of the meeting

ONLINE: https://zoom.us/j/93118070260
Meeting ID: 931 1807 0260

When prompted, download and run the Zoom software on your computer. If you have not used Zoom on your computer before you may want to join the call 15 minutes early to test your configuration. Someone will be in the conference at that time to help you.

BY PHONE: +16699009128,,93118070260#

Meetings are conducted at 7.00 p.m. on the fourth Monday of January, and the third Monday of March, May, September, and November, and a special joint meeting the 1st Wednesday in June. Meetings may be tape recorded at the discretion of the Chair.

The agenda is posted outside of the Fremont Main Library and available for download on the City of Fremont website at http://www.fremont.gov/1480/Library-Advisory-Commission. Copies of the agenda are available at the City of Fremont City Clerk’s Office three days preceding the regularly scheduled meeting.

Information about Fremont Libraries or items scheduled on the Agenda may be referred to:

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(510)745-1413

**Amanda Gallo, Management Analyst**
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**Fremont Library Advisory Commission**
- Erika Albury
- David Sheen, Vice Chair
- Chitraleka Vivek, Chair
- Kathleen Lang
- Jennifer Choe
- Felix Lechner
- Janet Perry
- Patricia Finch, Friends of the Library Representative
- Rayland Ho, Student Commissioner
1. **CALL TO ORDER – REGULAR MEETING 7:00pm**

2. **ROLL CALL**

3. **APPROVAL OF MINUTES** of the meeting held on January 25th, 2021

4. **PUBLIC COMMUNICATIONS (written/oral)**

5. **SCHEDULED ITEMS**
   5.1. Re-Opening Plans for Fremont Libraries
   5.2. Overview of eMaterials
   5.3. Strategic Plan Update
   5.4. COVID-19 Outreach Efforts
   5.5. City of Fremont FY 2020/21 Mid-Year Budget Update

6. **STAFF REPORT**
   6.1. Brian Edwards, Library Division Director, Alameda County Library
   6.2. Amanda Gallo, Management Analyst, City of Fremont

7. **COMMISSION AND STAFF COMMUNICATIONS**
   7.1 Report on meeting of the Friends of the Fremont Library – Pat Finch

8. **FUTURE AGENDA ITEMS**

9. **ADJOURNMENT**
10. **CALL TO ORDER – REGULAR MEETING 7:00pm**
The meeting was called to order at 7:03pm

11. **ROLL CALL**
   **Present:**
   Chitraleka Vivek, Chair
   David Sheen, Vice Chair
   Kathleen Lang
   Jennifer Choe
   Janet Perry
   Felix Lechner
   Patricia Finch, Friends of the Library Representative
   Rayland Ho, Student Commissioner

   **Absent:**
   Erika Albury

   **City Staff:**
   Amanda Gallo

   **Library Staff:**
   Becky Machetta
   Chris Kyauk

12. **APPROVAL OF MINUTES** of the meeting held on November 16th 2020

   Commissioner Sheen motioned to approve the minutes, Commissioner Finch seconded.
   Ayes: Felix Lechner, Kathleen Lang, Jennifer Choe, Patricia Finch, Rayland Ho, Chitraleka Vivek, David Sheen

13. **PUBLIC COMMUNICATIONS (written/oral)**

   No members of the public present.

14. **SCHEDULED ITEMS**

   **14.1. Appointing Chair and Vice Chair for FLAC**
   Chair Vivek opened the floor for opportunity to nominating a new chair and new vice chair.
   Commissioner Lechner nominated Chair Vivek, and Commissioner Lang seconded it.
   Commissioner Lang nominated Vice Chair Sheen for Vice Chair and Choe seconded it.
   Chair Vivek called a vote for appointing Vivek to Chair.
   Ayes: Felix Lechner, Kathleen Lang, Jennifer Choe, Patricia Finch, Rayland Ho, Chitraleka Vivek, David Sheen, Janet Perry
Chair Vivek called a vote for appointing Sheen to Vice Chair.
Ayes: Felix Lechner, Kathleen Lang, Jennifer Choe, Patricia Finch, Rayland Ho, Chitraleka Vivek, David Sheen, Janet Perry

14.2. Library Services during pandemic
Becky Machetta shared resources the library is providing members on Covid-19 and vaccines.
https://aclibrary.bibliocommons.com/list/share/1520092179_acl_stacyt/1810236239_covid-19_and_vaccination_resources

https://aclibrary.bibliocommons.com/list/share/1533531639_acl_elisac/1814718969_to_your_health_diseases_vaccination_and_staying_healthy

https://aclibrary.bibliocommons.com/list/share/1533531239/1811096099

https://aclibrary.bibliocommons.com/list/share/1648053679_acl_michaeld/1815375509_vaccine_books

Machetta discussed the partnership with Bay Area Community Health for providing tabling and Covid-19 testing on site at Fremont Main, 597 tests were completed in 2 days. Castro Valley Library is a vaccination site. Commissioner Perry shared her experience getting the vaccine at Castro Valley Library.

Commissioner Lechner asked about the new book mobiles and Machetta provided information on the new vehicles Poppy and Redwood.

14.3. Joint ACLAC/FLAC annual meeting
Amanda Gallo shared ACLAC (Alameda County Library Advisory Commission) already removed the joined meeting from their schedule, so it is not on their duty of business to meet and Fremont Council Member Shao is a commissioner for ACLAC. Discussion on having the meeting in early June, and a four month gap between meetings ensued. Considerations included summer vacations, not having a summer meeting in the past few years, and having the meetings too close together (May/June).
Commissioner Lechner made a motion to remove the summer meeting entirely. Commissioner Perry seconded the motion.
Ayes: Felix Lechner, Kathleen Lang, Jennifer Choe, Patricia Finch, Rayland Ho, Chitraleka Vivek, David Sheen, Janet Perry

15. STAFF REPORT
15.1. Becky Machetta, Library Manager – Fremont Neighborhood Libraries
Becky Machetta shared two new hires for the Fremont management team. Kirk Hammond is the new Library Assistant Manager for the Fremont Neighborhood Libraries, and Tamecca Brewer is the new Library Assistant Manager for Fremont Main Library. Machetta shared the new hours for Centerville Library and the addition of No Contact Pickup Service at Niles Library. Machetta shared about mobile printing, Alameda County Reads, digitization equipment for local history documents, and recent statistics for circulation of materials from October – December 2020.
Chris Kyauk shared information on The Memory Lab, a do-it-yourself digitization lab that will allow members to digitize their own pictures, movies, etc. Commissioner Lang shared about Bookleggers going out to two schools via zoom so far.

15.2. Amanda Gallo, Management Analyst
Amanda Gallo shared the City of Fremont celebrated 65th birthday of the city on January 23. The City of Fremont has been classified as the #1 caring city in California and the 4th caring city in the United States, and the City is very proud of this. Small Business Grants are available to help during the pandemic. The City is working with Alameda County to get front line workers vaccinations for Covid-19 and they are working with Fremont Unified School District on school safety. Gallo shared about the Fremont Sparks art program at the corner of Walnut Ave. They are working with the California School for the Blind on making the art accessible with braille. Some of the affordable housing projects are close to being open for applications. The Habitat for Humanity site on Central has 9 of 18 homes in escrow, the rest are expected by the end of January.

Gallo shared the City will be going through their budget process in the next few months, the City has experienced some revenue shortfalls due to the pandemic but they’ve been fiscally conservative. The new City Council will be in retreat on Tuesday January 26 to decide budget priorities for the year.

Chair Vivek asked if now would be a time request an increase of hours at the libraries. Gallo said that they were asked to be conservative with the budget, and it will be up to the priorities that are set by the council during their retreat. More information can be provided at the next meeting.

Chair Vivek asked about annual library conferences and Machetta gave update about the American Library Association (ALA) Mid-Winter and ALA annual conferences.

16. COMMISSION AND STAFF COMMUNICATIONS
7.1 Report on meeting of the Friends of the Fremont Library – Pat Finch
The Friends are still selling books online, so some money is still coming in. Volunteers are still unable to come in due to the pandemic, but they are ready for when they are allowed back in. Machetta shared the Library still does not have a date of reopening.

Commissioner Finch wanted to know if Friends volunteer Lisa could go in to pull some more books to list online, Machetta referred them to check with Brian Edwards.

17. FUTURE AGENDA ITEMS
- Budget item update from City of Fremont
- Commissioner Lechner asked if information on the Internet Archive can be shared.
- Chair Vivek asked for an update on strategic plan & what does post Covid-19 library service look like.
- Commissioner Lechner – What outreach efforts is library pursuing during Covid-19?
- Commissioner Perry interested in review of e-materials, how to find them, difference between Libby/RBDigital/Hoopla, etc
- Library services update – just general updates from library – they liked this.

18. ADJOURNMENT
The meeting adjourned at 8:33 pm