Fremont Library Advisory Commission
Agenda
Monday, May 17th, 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/97841365633
Meeting ID: 978 4136 5633

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,,97841365633#

Meetings are conducted at 7.00 p.m. on the fourth Monday of January, and the third Monday of March, May, September, and November. 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:

Brian Edwards, Library Division Director
Fremont Libraries
Alameda County Library
2400 Stevenson Bld.
Fremont, CA 94538
(510)745-1413
FREMONT LIBRARY ADVISORY COMMISSION (FLAC) MEETING
AGENDA
MONDAY – May 17th, 2021
7:00 P.M.-9:00 P.M.
Virtual Meeting held via Zoom

1. CALL TO ORDER – REGULAR MEETING 7:07pm

2. ROLL CALL

3. APPROVAL OF MINUTES of the meeting held on March 15th, 2021

4. PUBLIC COMMUNICATIONS (written/oral)

5. SCHEDULED ITEMS

5.1. Re-Opening Updates for Fremont Libraries

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
1. **CALL TO ORDER – REGULAR MEETING**
   The meeting was called to order at 7:07pm

2. **ROLL CALL**

   Present: Chitra Vivek, Jennifer Choe, Kathy Lang, Janet Perry, Ray Ho, Pat Finch, David Sheen
   Absent: Erika Albury, Felix Lechner
   Library Staff: Brian Edwards, Library Division Director & Chris Kyauk, Librarian IV: Innovation and Cultivation
   City of Fremont Staff: Amanda Gallo, Management Analyst

3. **APPROVAL OF MINUTES** of the meeting held on January 25th 2021 Lang motioned to approve, Choe 2nd – Vivek, Choe, Lang, Perry, Ho, Finch all motioned to approve the minutes.

4. **PUBLIC COMMUNICATIONS** (written/oral) No public communications

5. **SCHEDULED ITEMS**

   5.1. **Re-Opening Plans for Fremont Libraries**
   Edwards announced that the Fremont Main Library was opening to the public on March 22nd and Centerville Library would be opening on April 6th. The Library would start with limited capacity and two, 2-hour opening periods per day. The Commissioners gave congratulations to the Library for re-opening to the public. Edwards let the commission know that libraries are in the Retail category in the California Industry Guidance. Commissioner Choe asked if the staff was going to be included in the occupancy limit, Edwards reported that staff are not included in retail capacity – per Alameda County Public Health and the State of California. Commissioner Vivek asked if the library was monitoring one hour time limits for the public. Edwards responded that no, the open periods will be for 2 hours and then everyone will be asked to leave.
   Commissioner Perry asked if we were monitoring people to leave early. Edwards reported no, staff would be monitoring a “front desk” to track people coming in and out.
   Commissioner Finch asked about time limits on the public computers. Edwards reported that the public would have one hour time limit on public PCs.
   Commissioner Lang asked about the encampment outside of the library and if people would be limited to a single entrance per day. Edwards reported that members would be limited to one entry period per day.

   5.2. **Overview of eMaterials**
   Edwards gave a live overview of the aclibrary.org website of some of the electronic services available for the public including: Opposing Viewpoints, Data Axle (Reference USA), Foundation Center, Creativebug, Ancestry, and Overdrive.

   5.3. **Strategic Plan Update**
Edwards presented an overview of the AC Library 2019-2024 Strategic Plan and Strategic Plan Field Guide. Survey results are on the Library website. Chair Vivek was interested in doing the survey again post-pandemic and to also share what we heard.

5.4. **COVID19 Outreach Efforts**
Chris Kyauk discussed a Covid vaccine forum program that the library was hosting in partnership with Bay Area Community Health and Alameda County Public Health department. Edwards discussed the efforts of Bay Area Community Health in tabling outside the library to bring awareness to free testing and vaccinations in the area.

5.5. **Budget Update**
Amanda Gallo presented that the City of Fremont budget is currently under public consideration and review. There are national signs of recovery but the second surge affected local budget projections. Chair Vivek asked Brian Edwards what the priorities are for increased library services, and Edwards identified Niles Library. Edwards recommended to wait until after the end of shelter-in-place before starting to look into future budget requests. The important public dates are:
- 3/30/2021 Town Hall budget discuss with Mayor Mei
- 5/18/2021 City budget presentation
- 6/8/2021 First public hearing
- 6/15/2021 Second public hearing

6. **STAFF REPORT**

6.1. **Brian Edwards, Library Division Director, Alameda County Library**
Edwards presented an update on the Irvington Archimedes space. The library has been working on the collection, shelving, and space. The City of Fremont is working on an electrical panel issue. The Library is looking at a content management system (CMS) to host the digital local history collection. The Fremont Main Library received a grant for a “Memory Lab” to preserve member’s older format personal documents/media and is working on procuring technology. The Library worked with Alameda County Public Health to distribute 1,000 dental health kits for Children’s Oral Health month. The Library is partnering with RAFT and 49ers EDU for STEM programming.

6.2. **Amanda Gallo, Management Analyst, City of Fremont**
Gallo reported that the City is focused on Red Tier from the California Blueprint to open businesses safely. The City is partnering with agencies for vaccination stations. WalletHub named Fremont the Happiest City in America for 2021. The City is working on a Broadband Action Plan as well as a Safe Parking Strategy. The Recreation department is planning on opening programs this summer.

7. **COMMISSION AND STAFF COMMUNICATIONS**

7.1 **Report on meeting of the Friends of the Fremont Library – Pat Finch**
Commissioner Finch reported that they are seeing some funding from online sales via the Book Forest and that the Fremont Friends group was scheduling a meeting with Brian Edwards to discuss returning to volunteering inside the library.

7.2 **Commissioner Lang reported that the Bookleggers group had done 6 classroom presentations via Zoom for 2nd – 5th graders in FUSD.**

8. **FUTURE AGENDA ITEMS**
Status of ReOpening Fremont Libraries

9. **ADJOURNMENT**
The meeting was adjourned at 8:35pm