

**Fremont Library Advisory Commission
Agenda
September 18, 2023**

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 510-284-4060).

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 agendaized 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.

If you are an individual with a disability and need a reasonable modification or accommodation pursuant to the Americans with Disabilities Act, or if you do not have access to email or the internet, please contact The City Clerk's Office at (510)284-4060 or CClerk@fremont.gov prior to the meeting for assistance.

Regular scheduled meetings of the Fremont Library Advisory Commission are conducted at Fremont Main Library, 2400 Stevenson Bld., Fukaya Room A. 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 <https://www.fremont.gov/government/departments/city-clerk/boards-commissions-committees/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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Fremont Library Advisory Commission

Lauren Teixeira
David Sheen, Chair
Kathleen Lang
Rayland Ho
Felix Lechner, Friends of the Library Representative
Janet Perry
Smiti Anand, Vice Chair
Rohit Upamaka, Student Representative
Harmesh Sidhu

**FREMONT LIBRARY ADVISORY COMMISSION (FLAC) MEETING
AGENDA**

MONDAY – September 18, 2023

7:00 P.M.-9:00 P.M.

**Fremont Main Library, Fukaya Room A
2400 Stevenson Blvd. Fremont, CA**

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF MINUTES

4. PUBLIC COMMUNICATIONS (written/oral)

5. SCHEDULED ITEMS

5.1 Connecting Students to FLAC/Library – Commissioner Upamaka

5.2 Overview of Library Hours – Becky Machetta

5.3 Booklegger Update – Commissioner Lang

6. STAFF REPORT

6.1 Becky Machetta, Alameda County Library

6.2 Alberto Quintanilla, Management Analyst, City of Fremont

7. COMMISSION AND STAFF COMMUNICATIONS

7.1 Report on meeting of the Friends of the Fremont Library

8. FUTURE AGENDA ITEMS

9. ADJOURNMENT

**FREMONT LIBRARY ADVISORY COMMISSION (FLAC) MEETING
MINUTES**

MONDAY – May 15, 2023

7:00 P.M.-9:00 P.M.

**Fremont Main Library – Fukaya A
2400 Stevenson Blvd. Fremont, CA**

1. **CALL TO ORDER** – The meeting was called to order at 7:03 pm by Commissioner Sheen.
2. **ROLL CALL** Present: Commissioners Felix Lechner, Kathleen Lang, Smiti Anand, Janet Perry, David Sheen, Rohit Upamaka, Lauren Teixeira, Harmesh Sidu. Absent: Commissioner Rayland Ho. City of Fremont: Amanda Gallo, Bronwen Lacey. Alameda County Library: Becky Machetta, Elizabeth Gamell, Jane Carr
3. **APPROVAL OF MINUTES** Commissioner Perry moved to approve the minutes, Commissioner Lang 2nd the motion. Approved: Commissioners Lechner, Sheen, Anand, Lang and Perry. Abstain: Commissioners Teixeira, Sidhu.
4. **PUBLIC COMMUNICATIONS (written/oral)**: Commissioner Lechner introduced members of the School Board Committee that have not had Brown Act Training before.

Becky Machetta shared two public comments regarding library hours sent to the library via Ask Us.

On April 2, 2023 “Mee345” said “Please increase the hours of library”

On April 11, 2023 “Vasanth R” said “I have lived in other cities in Bay Area and it seems like Fremont Libraries has very unaccommodating hours for working parents and school attending kids. On some days library opens at 1:00 pm and closes at 5:00 pm. Is there any reason why this is the case while other neighboring cities are able to keep library open at more accommodating times (like 10:00 am to 8:30 pm)?”

5. **SCHEDULED ITEMS**

5.1 Overview of Municipal code & purpose of this commission.

Amanda Gallo shared the [City Municipal Code 2.20](#) pertaining to the Library Advisory Commission.

5.2 Brown Act Training, Bronwen Lacey, Senior Deputy City Attorney, City of Fremont

Bronwen Lacey presented a training on the Brown Act which is a State law: [Government Code 54950](#). The Fremont Library Advisory Commission must abide by the Brown Act.

5.3 Creation of Sub-Committee on Warm Springs Library Services.

Becky Machetta shared what the library has done in the past and currently doing to serve the residents of Warm Springs. Current service includes stop from AC Library’s Mobile Library at the

Community Center and at the Age Well Center. Residents continue to ask for more service but our Mobile Library staff serve the entire county and are unable to accommodate more visits. Commissioner Lang suggested the library could have a space at Lila Bringhurst Elementary school because it is not fully occupied yet. Commissioner Lechner shared background information on history of adding jobs and new housing in the area. Commissioners discussed creating a subcommittee of 3-4 people max with the purpose to figure out what would be good for the residents of Warm Springs. Commissioners want to do outreach to the community and do some fact finding on this area. Commissioner Perry moved to create a subcommittee and Commissioner Anand seconded the motion. Commissioners Teixeira, Anand, Lang, and Lechner volunteered to join the committee. Commissioner Lechner moved to make Commissioner Anand the coordinator of the subcommittee. A vote was called and all Commissioners said aye.

5.4 Connecting students to FLAC/Library – Reaching out to Students

Commissioner Upamaka wants ideas from everyone on how they can get more students involved in the library. Upamaka shared they could survey students on their needs. Commissioner Lechner suggested reaching out to the student government that represents the full school district. Commissioner Sheen suggested over the summer some fact finding is done and it can be reported back at the next meeting.

5.5 Upgrading to Radio Frequency Identification (RFID) Technology

Becky Machetta gave an overview of RFID technology and how AC Library will be implementing it in the fall. It was approved by Alameda County Board of Supervisors on April 4, 2023. In preparation, Library staff are busy with collection maintenance. Fremont Main Library will be the first branch to have their materials upgraded and tagged with the RFID labels, tentatively scheduled for August 2023.

6. STAFF REPORT

6.1 Becky Machetta, Fremont Main Library, Alameda County Library. Machetta gave a quick update: The library has outreach kits now consisting of branded canopy, table cloths, and other materials. Machetta shared that the library plans to have a booth at the upcoming Fremont Festival of the Arts in August and invited them to help participate at the booth. Machetta shared update on the Memory Lab, the scanning room will be open as a soft launch soon. Members will be able to digitize books, photos and film negatives.

6.2 Amanda Gallo, Management Analyst, City of Fremont. Gallo reported the City has some State funding to convert Motel 6 to 156 units of affordable housing, and she shared that the eviction moratorium was lifted. Gallo shared that the Fremont Street Eats is back at the Downtown Events Center every Friday.

7. COMMISSION AND STAFF COMMUNICATIONS

7.1 Report on meeting of the Friends of the Fremont Library Commissioner Lechner shared the Friends of the Library has a Book Sale this weekend Friday May 19- Sunday May 21. Saturday pop-up sales will continue twice per month in the Fremont Main lobby.

8. FUTURE AGENDA ITEMS

8.1 Continuing conversation on connecting students to FLAC/Library

8.2 Overview of Library Hours

9. ADJOURNMENT Commissioner Lang moved to adjourn the meeting, everyone voted Aye. Meeting ended at 9:04 pm.