



CITY OF RICHMOND  
LIBRARY COMMISSION  
AGENDA

**REGULAR MEETING**  
MAIN LIBRARY  
325 CIVIC CENTER PLAZA, RICHMOND, CA  
May 5, 2022  
6:30 p.m.

**MEETING SCHEDULE**

**Bi-monthly, odd months:**

January, March, May, July,  
September and November

**1<sup>ST</sup> THURSDAYS**

**Library Commission Members:**

Megan Bleckinger, Thomas Kaun, Risk King and Mimi Vitetta – 1 vacancy  
Eduardo Martinez, City Council Member Liaison

***ALL COMMISSION MEMBERS WILL PARTICIPATE VIA VIDEO OR TELECONFERENCE***

**CORONAVIRUS DISEASE (COVID-19) ADVISORY**

PURSUANT to the Governor of the State of California's Assembly Bill 361 and in the interest of the public health and safety, attendance at the City of Richmond Library Commission meeting will be limited to Library Commission members, essential City of Richmond staff, and members of the news media.

Public comment will be confined to items appearing on the agenda and will be limited to the methods provided below. **How to observe and/or participate in the meeting from home:**

**By Computer, Tablet or Mobile Device:**

The meeting may be accessed by using the following Zoom meeting link

<https://zoom.us/j/99983216649?pwd=TmhQOGZ6VGVvdkFGTkV6Z0g4R29XZz09>

Meeting ID: 999 8321 6649

Passcode: bTUV18

**By Telephone:**

Dial by your location

- +1 669 900 9128 US (San Jose)
- +1 346 248 7799 US (Houston)
- +1 253 215 8782 US (Tacoma)
- +1 301 715 8592 US (Washington DC)
- +1 312 626 6799 US (Chicago)
- +1 646 558 8656 US (New York)

Meeting ID: 999 8321 6649

Passcode: 302679

Find your local number: <https://zoom.us/u/ao3ydQkw4>

**Public comments may be submitted:**

Via email to [lisa\\_carter@ci.richmond.ca.us](mailto:lisa_carter@ci.richmond.ca.us). Email must contain in the subject line **public comments – Item #**. All comments must be submitted on or before **Thursday, May 5, 2022, by 4:30 p.m.** and must include the following:

- a) Your Name
- b) Your Phone Number
- c) The item for which you wish to make a Public Comment.

Requests for comments received via email during the meeting and up until the public comment period on the relevant agenda item is closed, will be accommodated as is reasonably possible and will be limited to a maximum of one to two minutes, depending on the number of commenters.

The City cannot guarantee that its network and/or the site will be uninterrupted.

**AB 361 Procedures in the Event of Technical Difficulties:** In the event the meeting broadcast is disrupted, or if a technical issue on the agency's end disrupts public participation, the legislative body board cannot take any further action on the agenda until the technical issue is resolved.

**Record of all public comments:** All public comments will be considered a public record, put into the official meeting record, and considered before Commission action. All public comments will be available after the meeting as supplemental materials and will be posted as an attachment to the meeting minutes when the minutes are posted.

**Accessibility for Individuals with Disabilities:** Upon request, the City will provide for written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services and sign language interpreters, to enable individuals with disabilities to participate in and provide comments at/related to public meetings. Please submit a request, including your name, phone number and/or email address, and a description of the modification, accommodation, auxiliary aid, service or alternative format requested at least two days before the meeting. Requests should be emailed to [cprc@ci.richmond.ca.us](mailto:cprc@ci.richmond.ca.us) or submitted by phone at 510-620-6512, ext. 5458. Requests will be granted whenever possible and resolved in favor of accessibility.

**Effect of Advisory on In-person public participation:** During the pendency of Assembly Bill 361, the language in this Advisory portion of the agenda supersedes any language contemplating in-person public comment.



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1) **Call to Order/Appoint Chairperson Pro Tem** (Bleckinger, Kaun, King and Vitetta)  
*In the absence of a Chairperson, Library Commissioners discuss, nominate and appoint a Chairperson Pro Tem to facilitate tonight's commission meeting.*

2) **Library Commission Chairperson Nomination, Vote and Appointment** (Bleckinger, Kaun, King and Vitetta)  
*Library Commissioners may choose to discuss, nominate and vote to appoint a Chairperson at this meeting, or continue this item until such time as a full Library Commission membership is formed.*

3) **Roll Call**  
Members: Bleckinger, Kaun, King and Vitetta

4) **Welcome and Meeting Procedures**  
*Individuals who would like to address the Library Commission on relevant matters not listed on the agenda or on Department Reports for Information items not pulled for discussion, may do so under Open Forum.*

*Public comment may be made on agenda items when the item is discussed.*

*The standard amount of time for each speaker, in either instance, will be three (3) minutes.*

5) **Agenda Review**  
*Individual items may be removed from Department Reports for Information for discussion, explanation, or continuance to a future meeting. In addition, the order in which items will be heard may be adjusted at this time.*

6) **Open Forum**  
*Issues brought to the attention of the commission in Open Forum cannot result in discussion or action at this meeting.*

7) **Approval of Minutes**  
*In the absence of full membership and the commissioners that have since termed out, current Library Commissioners may choose to vote on the minutes, or direct Library staff to consider minutes approved based on lack of quorum.*

a. Approval of March 3, 2022 Meeting Minutes [Bleckinger, King, Vitetta]

8) **Department Reports For Information**

*Unless items were pulled for discussion during Agenda Review, all reports are considered received and accepted by the commission requiring no further action.*

- a. Library Services
- b. Literacy for Every Adult Program (LEAP)
- c. RPL Newsletters
- d. Director's Report

9) **Presentations, Discussions and Action Items, etc.**

*Following discussion of each item, the commission may vote to make recommendations to staff or to the City Council.*

- a. INTRODUCTION of Guest Attendees (each to briefly introduce themselves)
- b. DISCUSSION of a Work Plan for FY 2022-23 (Melinda Cervantes)
- c. DISCUSSION of Change of the Library Commission Meeting Date to the bi-monthly 3<sup>rd</sup> Thursdays of the odd months at 6:30 p.m. in (January, March, May, July, September and November) (Melinda Cervantes)

10) **Items of Interest to the Commission and Announcements**

*Commissioners or Library staff may make announcements regarding the Library, Library Commission, Friends of the Richmond Public Library, Richmond Public Library Foundation, or other relevant activities of interest to the commissioners and the community.*

11) **Agenda Setting for Next Meeting and Future Topics**

- a. REVIEW/DISCUSS: City of Richmond Boards, Commissions and Committees Handbook for orientation purposes (Melinda Cervantes)
- b. REVIEW/DISCUSS: Ad hoc committee formation, to study the City's Library Commission ordinances in order to gain a deeper understanding of the purpose of the Library Commission (Mimi Vitetta)

12) **Adjournment**

**NEXT MEETING**: Thursday, July 21, 2022 at 6:30 p.m. via Zoom

*As presiding officer, the Library Commission Chair has the authority to preserve order at all Library Commission meetings, to remove or cause the removal of any person from any such meeting for disorderly conduct, or for making personal, impertinent, or slanderous remarks, using profanity, or becoming boisterous, threatening or personally abusive while addressing said Commission, and to enforce the rules of the Commission. Any documents produced by the City and distributed to the Library Commission regarding any item on this agenda will be made available at the Richmond Public Library located at 325 Civic Center Plaza, Richmond, California during normal business hours.*

***This meeting is being held in a wheelchair accessible location. To request disability-related accommodation(s) to participate in the meeting, including auxiliary aids or services, please contact Bruce Souble, ADA Coordinator, at (510) 620-6509 at least three business days before the meeting date.***