



MEMORANDUM

Library Services Department

DATE: February 28, 2022

TO: Board of Library Trustees

FROM: Laura Burch, Analyst
Tracy Gray, Library Services Director

SUBJECT: Library Services Director's Report

LIBRARY SERVICE LEVELS

The Library began expanding in-building services starting on Sunday, February 13. Access was restored on that date to seating, study rooms, newspapers, and magazines, and regular computer time use. Additional services will be added on Tuesday, March 1, including:

- Outdoor storytimes and other programs.
- Limited indoor programs with gradual increase of indoor programs.
- Evening hours on Tuesdays and Wednesdays—open until 9:00 p.m. with gradual additional evening hours once we have more adequate staffing levels.

TEEN ZONE

As of Sunday, February 13, seating in the Teen Zone octagon room will be reserved for teens and those accompanying them during all open hours. These changes will provide simplicity for customers and staff and will accommodate teens who are in nontraditional schooling models that wish to utilize the Library during the day. The collections housed in the octagon room will still be available for browsing by all Library users.

STAFFING UPDATES

The Administrative Division welcomed Joy Phaphakdy as the new Executive Assistant at the beginning of February. Joy will provide direct support to the Administrative Division and the Board of Library Trustees.

TAX ASSISTANCE

The Library will partner once again with the United Way Bay Area (UWBA) to provide free tax preparation assistance for low-income individuals. Volunteers from the UWBA will be at the Library on Saturdays from 10:00 a.m. to 2:00 p.m., starting March 5 and running through April 16.

BOARD MEETING RECORDINGS

All available meeting recordings of the Board of Library Trustees have been uploaded to the [City's Legistar page](#). All City advisory bodies are now using Legistar for posting meeting agendas, minutes, and recordings.

STAFF APPRECIATION

The History Center provided assistance with genealogy research to an individual on the West Coast. The customer was grateful for the assistance and sent a kind note along with a donation to thank the Library.

5 JAN 2022

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THANKS AGAIN FOR YOUR
HELP WITH MY GENEALOGY
REQUEST. AS I SAID IN MY
EMAIL, YOU HELPED ANSWER
A BUNCH OF QUESTIONS &
THEYBY CREATED A WHOLE
BATCH MORE. THAT'S THE
FUN PART OF GENEALOGY
RESEARCH.

IN APPRECIATION OF YOUR
HELP, I'M ENCLOSED A
SMALL DONATION TO THE
LIBRARY.

THANK YOU AGAIN.

LIBRARY PROGRAMS

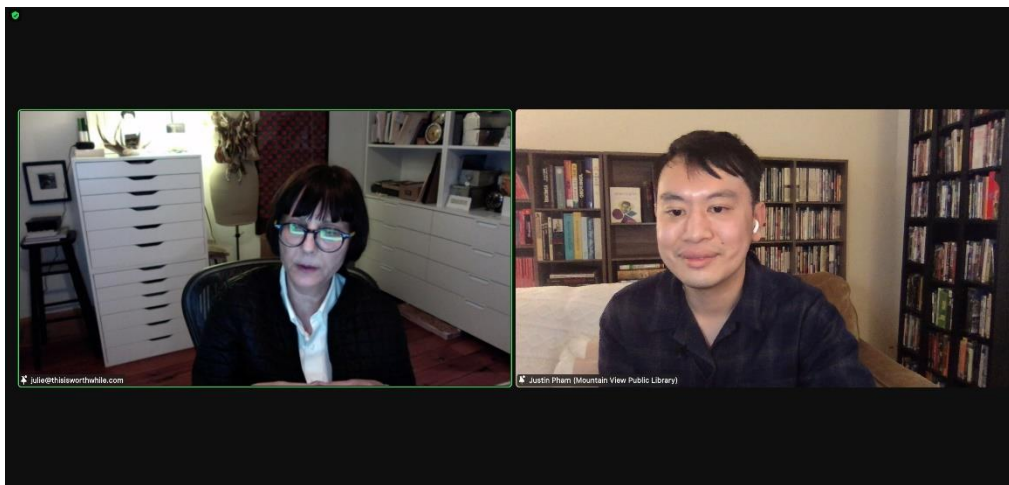
Past Programs

Cookbook author, blogger, fermenter, and sourdough baker Anne Marie Bonneau led a virtual class on making soup, not waste. Participants grabbed equipment and ingredients from around their homes to learn about reducing food waste while cooking a vat of healthy soup together.

The Library held its first Silicon Valley Reads event of 2022 with *The Power of Kindness, Resilience and Hope*. Valerie Kaur, Reyna Grande, and Richard Liu shared their stories, experiences, and their unique perspectives about how we can move forward as a community.

Rachel Riggio, the author of *The Power in Being Kind*, participated in a virtual discussion of life, philosophy, and perspective.

The next entry in the Dream Jobs series of events for teens welcomed Creative Director Julie Lang. Julie has spent nearly 30 years in the industry and provided information and answered questions about this career path.



In the Roots of Black Music, Karlus Trapps led attendees on a 100-year journey back through time to hear, experience, and learn about the music of America's Black musical giants.



Attendees learned how to “Be Red Cross Ready” with information about how to build a preparedness kit, make an emergency plan, and other basic preparedness information for before, during, and after a disaster.

Brad Hamada, a CFE Certified Financial Educator®, provided information about health care and wealth preservation for estate planning.

The Museum of Bad Art returned virtually to showcase some of the best animal-themed paintings in their curated collection of art. The art included renditions of treasured pets along with exotic creatures and animals that only exist in the artist's imagination.

Local author and Caldecott Honoree Shawn Harris led participants in a family draw-along program. Individuals of all ages learned tips on how to create art with scissors, paper, and something to draw with.

Upcoming Programs

- Tuesday, March 1—Return of in-person [outdoor storytimes](#) every Tuesday at 10:30 a.m.
- Thursday, March 10—[Dream Jobs: Comic Book Artist Weshoyot Alvitre](#)
- Wednesday, March 16—[Virtual Adult Craft “Brown Bag Lunch”](#)