

Community & Library Services Commission
September 8, 2025
6:30 p.m. Workshop
7:00 p.m. Meeting

Hercules City Hall
111 Civic Drive
Hercules, CA 94547

COMMUNITY & LIBRARY SERVICES COMMISSION - MINUTES

I. CALL TO ORDER – ROLL CALL - 6:30 P.M. - N/A

II. WORKSHOP - NONE

III. REGULAR MEETING – 7:00 P.M. - CALL TO ORDER – ROLL CALL

Chair Yamamoto called the meeting to order at 7:00pm.

Chair Yamamoto, Vice Chair Ward-Jackson, Commissioners Chen, Azevedo and Hernandez were all present.

Parks and Recreation Director Roke was present. Library Manager Peters was absent.

IV. PLEDGE OF ALLEGIANCE

V. INTRODUCTIONS/PRESENTATIONS - NONE

VI. AGENDA ADDITIONS/DELETIONS - NONE

VII. PUBLIC COMMUNICATION - NONE

VIII. DIRECTOR REPORT

1. Parks and Recreation Monthly Reports (July/August)
Staff reviewed the revenue figures for the department and highlights from July and August 2025.
2. Library Monthly Reports (July/August)
Manager Peters was absent. Commission read report individually.

IX. CONSENT CALENDAR

1. Minutes: July 14, 2025 Meeting

MOTION: Commissioner Hernandez moved to approve the Minutes for the July meeting. Chair Yamamoto seconded the motion. Motion passed 5-0

Ayes: (5), Yamamoto, Ward-Jackson, Chen, Azevedo and Hernandez

X. DISCUSSION AND/OR ACTION ITEMS

1. Nonprofit group presentations

a. Hercules Education Foundation (HEF)

HEF funds Teacher Grants, and last year alone they were able to fund Teachers at every Hercules Public School: they helped classes go on educational field trips, provided Teachers with books for their classroom libraries, gave money for student reading intervention workbooks, funded PE equipment, meaningful classroom curriculum, and more. HEF funded (40) Teacher Grants in 2024-25FY totaling \$16,000, helping to enrich the education of Hercules students.

b. Friends of the Hercules Library

The Friends of the Hercules Library has more than 260 members, with the majority living here in Hercules. The Friends believe that the library is a valuable resource that enriches the city and contributes to its quality of Life. The Friends aim to support, promote and advocate for the library; extend and enhance the services and resources; establish close relationships between the and the people it serves. The Friends hold a book sale twice annually. The next book sale will be October 18 & 19.

The Friends estimate that in 2025 they will contribute \$23,000 to the library bringing the total amount to \$367,500 since organization was founded.

2. Contra Costa County Library Commercials

The Library recently filmed a new series of commercials at the Walnut Creek and Hercules libraries. They start airing beginning of September on cable, video-on-demand, and streaming platforms. There are six English versions and six Spanish versions. Check them out! You might see some familiar faces. [English ads](#)

3. Fall 2025 Events update

Staff reported on Ohana Day, Bay Front Festival, Unity Day, Trunk or Treat and Pumpkatakaz

4. Parks System Master Plan update

Staff provided an update on the master Plan.

5. Commission Seats

Staff reported that there will be adjustments so that only two seats are up at a time.

6. Herculean Mile Update

Staff reported on the Herculean Mile Award and noted that the awardee would be recognized at the December City Council meeting.

7. Tree Lighting & 125th Anniversary Celebration

Staff reported that the tree lighting will take place at City Hall this year on December 7, 2025.

8. Fall 2025 and Winter/Spring 2026 Activity Guide

Staff reported that the goal is to release the new guide in November. Also that they are considering a time capsule to be opened in 2050.

XI. COMMISSION REPORTS AND ANNOUNCEMENTS

XII. FUTURE AGENDA ITEMS

1. City Recognized Non-profit Presentations
2. City Recognized Non-profit Renewals

XIII. ADJOURNMENT

Chair Yamaoto adjourned the meeting at 8:01 pm.

Chair Yamamoto

Attest

Christopher Roke
Parks & Recreation Director

The next Regular Meeting of the Commission will be held on Monday, October 13, 2025 at 7:00 p.m., in the Council Chambers. A Special Meeting may proceed the Regular meeting in the form of a Workshop at 6:30 p.m. and Regular meeting at 7:00 p.m.

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