

**OAKLAND PUBLIC LIBRARY
LIBRARY ADVISORY COMMISSION (LAC)
MINUTES – March 21, 2005
Main Library West Auditorium**

- I. **CALL TO ORDER:** Chairperson Scott called the LAC meeting to order at 5:15 p.m.

Roll Call

Commissioners Present: Tracey Scott, Bridget Berrigan, Evelyn Wesley, and Arthur Noble.

Commissioners Excused: Deborah Eudaley, Sharon Crandall, Genevieve Katz, Marian Wilson-Sylvestre, and Beatrice Wong.

Staff Present: Director Martínez, Julie Odofin, Gerry Garzón, Leslie Rodd, Gene Tom, and Rosalía Arteaga-Romo (recorder).

Disposition of Minutes

Approval of minutes was tabled for the next meeting due to lack of a quorum.

II. REPORTS

a. Chairperson's Report

Chairperson Scott:

- Apologized for canceling February's LAC meeting to allow staff to prepare for the Paul Rusesabagina event. She congratulated staff for putting on such a great program.
- Reminded Commissioners of Legislative Day scheduled for Wednesday, April 20th. Commissioners interested in attending and supporting the Library should contact the Director's Office for registration.
- Recommended LAC Training/Orientation. Staff will obtain a couple of dates from the City Attorney's Office to consider for their review of the Sunshine Ordinance at the training. Other issues to discuss will include the role of the LAC and its goals. Agenda building and other particulars on the training will be discussed at a later LAC meeting.

b. Director's Report

- Director Martínez introduced and welcomed the new staff member in Teen Services, Jessica ("Jess") Snow, Young Adult Specialist for Outreach. After graduating from high school in Massachusetts, Ms. Snow majored as an art history major at California State University Fullerton, and received her M.L.I.S. from UCLA; she served as a children's librarian at the West End Library in the Boston Public Library system, before serving most recently at the Codman Square Branch of BPL.
- As part of Legislative Day in the District, held on February 4, staff met with Senator Don Perata's and Assemblywoman Wilma Chan's staff to bring them up to date on library issues, including support for Senate Bill 1161 (Public Library Fund).

- Budget Update – The City Administrator and Budget Committee reviewed the Library’s proposed budget. The Library is facing a 5% reduction and after careful consideration, staff cuts will be necessary in order to achieve the budget reduction. Expenses for operations & maintenance will remain intact. The City is facing a \$32 million deficit. Gene Tom, Chief Financial Officer, added that we can’t reveal specific amounts for the Library until the budget becomes a public document, sometime in early May. Some of the factors, which affected the Library’s budget, include the increase in personnel costs due to retirement benefits; a lack of surplus this year; personnel benefits up from 3 years ago; and labor costs also increased. Director Martínez added that there will be 5 public hearings starting on May 17th before Council approves and adopts the final budget. Staff will keep Commissioners updated on this process.

c. Administrators’ Report

Main Division – Gerry Garzón gave an update on the following:

- **ILS (computer catalog system).** Staff is currently in the process of replacing the old computer catalog system and has narrowed it to 2 companies, Dynix & Innovative. Both companies have presented demos to staff and a Selection Committee for evaluation and assessment. Administration will make a final decision soon.
- **81st Ave. Branch Library Project.** The cost of this project has increased about 25-30% and staff is assessing whether and how to make adjustments. Also, staff is presenting a report to Council to finalize the contract with Group 4 Architects to continue working on this project. Estimated date of completion is late 2007. Staff is also meeting regularly with the Oakland Unified School District staff to strategize, as this is a joint project.

Branch Division – Julie Odofin reported as follows:

- The Bookmobile has been sent to the shop for miscellaneous services. The Library is very pleased with the new bookmobile.
- Staff continues to work with Public Works Department to ensure proper maintenance at the branches, considering their 6% budget reduction in custodial/maintenance.
- Plans are under way to do some work at the MLK Branch to enhance it and make it a pleasant, more inviting place for patrons.
- The Branch Division has made a great effort to fill most of the vacancies in the branches; however, there are 8 – 9 library assistant positions (system wide) open, and a Supervising Librarian vacancy (Branch Division).
- Council member Jean Quan recognized the Dimond Branch staff for their hard work in the neighborhood.

Program Division - Leslie Rodd reported as follows:

- There is a new Literacy Bag Kit containing books, props, stuffed animals, to help and motivate parents to learn how to read to their children, and appreciate reading. The Second Start Literacy staff also trains parents and teachers on reading techniques, as part of its Books for Wider Horizon program.

- The Children's Room renovation is complete and commissioner will take a tour at the next LAC meeting.

d. Commissioners Advocacy Report

- Commissioner Wesley reported that the African American Museum and Library Coalition developed the "Eternal Voices" exhibit, which will come to the branches. Staff is working with AAMLO to put this exhibit on-line, as well.
- Commissioner Berrigan commented on the Paul Rusesabagina event and how great it was. She also attended the District Legislative Day.

III. OLD BUSINESS - None

IV. NEW BUSINESS - None

V. AGENDA BUILDING

VI. OPEN FORUM

VII. ANNOUNCEMENTS

- National Library Week event. OPL presents Dave Eggers on April 14th at the Oakland Museum James Moore Theater.
- OPL has new library cards, and the Annual Report is out.
- Director Martínez commended the AAMLO staff for the great event series during Black History Month, which ended with a smashing fashion show. Also, the new exterior banners are a wonderful addition toward promoting and pulling AAMLO into downtown to bring more people into the facility.

Meeting adjourned at 6:10 p.m.

Submitted by,

Carmen Martínez
Library Director