

**OAKLAND PUBLIC LIBRARY
LIBRARY ADVISORY COMMISSION (LAC)
MINUTES – January 30, 2006
Main Library West Auditorium**

- I. **CALL TO ORDER:** Vice-Chairperson Berrigan called the meeting to order at 5:17 p.m.

Roll Call

Commissioners Present: Bridget Berrigan, Genevieve Katz, Arthur Noble, Marian Wilson-Sylvestre, and Evelyn Wesley.

Commissioners Excused: Beatrice Wong, Tracey Scott.

Commissioners Absent: Sharon Crandall, Muhammad Alabi.

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

Disposition of Minutes

Commissioner Noble made a motion to approve the minutes of October 31, 2005 as recorded. Commissioner Katz seconded the motion. Minutes approved by all commissioners present.

II. REPORTS

a. Chairperson's Report – None

b. Director's Report

- Introduced and welcomed Tracey Firestone, the new Teen Services Supervising Librarian. Ms. Firestone spoke briefly about her library experience at the Long Island County Library System as a teen library user, becoming a library aide, and finally pursuing a career as a Teen Specialist Librarian. She's excited to be in Oakland and is looking forward to be working with OPL's Teen Zone.
- CALTAC is hosting a Leadership Workshop on February 25, 2006, for library trustees and supporters. The State Librarian will be the keynote speaker. Please contact the Director's Office if interested in attending.
- Attended the annual FOPL Retreat and one of the goals is to bring all the OPL Friends groups together for a meeting, and look at ways of working together to continue to support the OPL.
- AAMLO has an impressive lineup of events to celebrate Black History month.
- National Library Week is coming in April and staff is working on a PR campaign with BALIS. This will include ACT bus banners and also running promotional trailers at local theaters.
- Despite the hurricane Katrina aftermath, ALA will hold its annual conference in New Orleans in June. The New Orleans location was planned and booked some six years ago, and it is ALA's commitment to be the first major conference the city will welcome since Katrina devastated the city.

c. Administrators' Report

Public Services Division – Gerry Garzón reported:

- ILS Network Upgrade. The Library and Innovative Interfaces are currently working on the final details of the new ILS contract. We expect the contract to be signed by mid-February. In the meantime, the Library has taken measures to alleviate the public relations and workload issues surrounding the slowness of the network service until the upgrade is complete.
- Staff is working with Public Works Agency to prepare a feasibility study of the reuse of the Kaiser Arena as a new Main Library and present it to the Life Enrichment Committee in a report to Council. Mr. Garzón made a power point presentation of this report to the Commission and added that staff has been working to identifying a new site for a possible new Main Library. Staff will resume its monthly meetings with the Citizens Action Committee and community groups to apprise them of the work on the Kaiser study and to generate support for the project.

Financial Administrative Services Division – Gene Tom reported:

- Book Budget Overview. Mr. Tom presented an overview of the 1 and 2 quarter Measure Q expenditures report and went through the expense itemization for book budget allocations (handout provided). Mr. Garzón added that there was an increase of 20% for each branch for this fiscal year. Commissioners asked to see the total number of staff vacancies in the next report. Mr. Tom reiterated that he welcomes the Commission's input in preparation of these quarterly reports.

Policy & Strategic Planning – Julie Odofin reported:

- The Library has established the Policy & Audit Committee to review, create and maintain the Library's policy manual, in addition to the Administrative Manual. We currently have 5 separate manual/guidelines system wide and the Committee's goals are to update and consolidate these policies. Reviewing the Strategic Plan would be next on the Committee's agenda.

d. Commissioners Advocacy Report

- Commissioner Berrigan reported that BALIS is working to plan a meeting with other Library system's friends groups. More information to come on these efforts.

III. OLD BUSINESS – None

IV. NEW BUSINESS – None

V. AGENDA BUILDING

- Staff Vacancies

VI. OPEN FORUM

VII. ANNOUNCEMENTS

- February 6th – Rubén Guzmán’s Art Piece Unveiling reception at the Cesar Chavez Branch, 6 p.m.
- February 10th - One City, One Book Campaign. Meet the author of *The Mistress of Spices*, Chitra Banerjee Divakaruni at a fundraiser and reading event at the Oakland Museum, 6 p.m.
- February 13th - George Brooks Indian Jazz Combo shows at Yoshi’s. Proceeds to benefit the OPL’ Programs and Building Funds.

VIII. ADJOURNMENT

Meting adjourned at 6:35 p.m.

Submitted by,

Carmen Martínez
Library Director