

**OAKLAND PUBLIC LIBRARY
LIBRARY ADVISORY COMMISSION (LAC)
MINUTES – November 27, 2006
Main Library West Auditorium**

- I. **CALL TO ORDER:** Chairperson Scott called the LAC meeting to order at 5:08 p.m.

Roll Call

Commissioners Present: Tracey Scott, Bridget Berrigan, Marian Sylvestre, Muhammad Alabi, Genevieve Katz, Sue Yascolt, Marilyn Citron, Tom Manley, Arthur Noble, and Sharon Crandall.

Commissioners Excused: Beatrice Wong.

Commissioners Absent: Evelyn Wesley.

Staff Present: Director Martínez, Julie Odofin and Rosalía Arteaga-Romo (recorder).

Disposition of Minutes

Commissioner Berrigan made a motion to approve the minutes of September 25, 2006 as recorded. Commissioner Sylvestre seconded the motion. Minutes approved (7 ayes; 3 abstentions).

II. REPORTS

a. Chairperson's Report

- Commissioner Scott introduced and welcomed newly appointed commissioners Sue Yascolt and Tom Manley.

b. Director's Report

- The new automated catalog system officially started operating as of October 31, and is running smoothly. Computer staff worked very hard to meet deadlines and transition into this new system, and we are very proud to have finally reached this milestone.
- Director attended a staff meeting with Mayor Elect Dellums, who talked about his vision for Oakland. She added that there are several events planned throughout the second week in January for the Mayor's inauguration.
- Attended a budget retreat where staff was instructed on the City's goals and guidelines in preparation for the City's Fiscal Year 2007-09 Budget.
- Measure N was defeated by a small margin – 64.13% yes, 35.87% no – but we don't have precinct by precinct figures at this time. Organized opposition, and the cost of the Kaiser Center rehabilitation costs in proportion to funds dedicated to the branch renovations also hurt the campaign. We need our City leaders to get involved and become more knowledgeable regarding a new Main Library vision. Staff will now focus on strategic planning to address needed improvements at the branches. Chairperson Scott added that the commissioners should send a letter to the Mayor advocating for the Library. Commissioner Sylvestre commended staff for their effort and volunteer work devoted to this campaign.

c. Administrators' Report**Public Services Update –**

Director Martínez presented the following update for Gerry Garzon, who was not present at this meeting.

- 81st Ave: 100% design documents were submitted to both the State School Architect and the State Library construction Office earlier this month. We expect to hear in February regarding full approvals to proceed with the construction bid process. We plan to break ground in spring 2007.
- Teen Zone project will go out to bid in January with that department moving to the Main Library' West Auditorium for a few months.
- MLK project will proceed with the funds allocated for it in the 2005-07 CIP Budget, which is a little over \$330,000. We will be doing a “make over”, reassigning space by moving shelving, new carpet, new service point desk, etc.
- Materials Budget Allocation – this item was tabled for the January 29th meeting.

Policy & Strategic Report –

Julie Odofin reported that after doing an inventory of all the Library's policies, they were narrowed down into five categories: Collection Development, Finance, Technical, Personnel, and Public Service, and sent to a Committee for final review and comments. Once the assessment phase is completed, final revisions and re-writing will follow, and hopefully we'll have the new policy manual done by the end of December.

d. Commissioners Advocacy Report

- Commissioner Manley reported that Local 21, representing 800 members, took a stand in favor of Measure N and donated \$600 to the campaign.
- Both Commissioners Katz and Berrigan commented that it was a good struggle.
- Chairperson Scott thanked everyone who contributed and worked so hard during this campaign. We also know that the mission of the campaign was libraries; some issues were raised and we heard from our library supporters, which is a way to learn from the community. She encourages commissioners to provide this type of feedback to staff.

III. OLD BUSINESS - None**IV. NEW BUSINESS – None****V. AGENDA BUILDING**

- New Materials Budget Allocation
- Measure Q Quarterly Report

VI. OPEN FORUM

- Peter Bach stated that he appreciates the feedback from staff re Measure N. He added that libraries are so important - - they're the anchor of the community.
- Zoia Horn stated that she's glad that Measure N did not pass, and glad that the Library does not use RFID (Radio Frequency Identification) for checking out books.
- Chairperson Scott added that she'll prepare a letter to the Mayor Elect re Measure N.

VII. ANNOUNCEMENTS

- Retirement party for Julie Odofoin and Leslie Rodd on December 8.
- AAMLO Holiday Gala event on December 16th.
- OPL's Holiday Breakfast on December 15th.

Meeting adjourned at 6:15 p.m.

Submitted by,

Carmen Martínez
Library Director