

OAKLAND PUBLIC LIBRARY
LIBRARY ADVISORY COMMISSION (LAC)
MINUTES – January 29, 2007
Main Library West Auditorium

CALL TO ORDER: Chairperson Scott called the LAC meeting to order at 5:10 p.m.

Roll Call

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

Commissioners Excused: Beatrice Wong.

Commissioners Absent: Sharon Crandall, Evelyn Wesley.

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

1. Disposition of Minutes

Commissioner Manley made a motion to approve the minutes of November 27, 2006 as corrected. Commissioner Citron seconded the motion. Minutes approved unanimously.

2. Chairperson's Report

- Chairperson Scott has prepared and submitted the LAC's Annual Report for presentation to the Council's Life Enrichment Committee on February 13.
- Commissioner Berrigan resigned from the LAC due to personal reasons.
- New Mayor Dellums is committed to appointing youth representatives to the various city boards and commissions. The Library is seeking youth members for appointment to the LAC.
- The Annual CALTAC Workshop is March 9th at the Alameda Public Library.
- Legislative Day in the District - February 2. Staff and library advocacy supporters will be meeting with Assemblyman Andre Swanson, as part of the local Legislative Day in the District. This is an opportunity to get to know Mr. Swanson and talk about relevant library-related issues. Commissioners are encouraged to attend both the CALTAC Workshop and/or the District Legislative Day.
- Legislative Day in Sacramento – April 18th. This is a similar event, except that we get an opportunity to meet with several legislators. Director Martínez added that the State is looking at new construction bond measures, and this is one major issue of interest at this visit. If interested in attending, please contact Chairperson Scott.
- BALIS/SAB Representative. BALIS (Bay Area Library Information System/System Advisory Board) is a resource sharing/library co-operative to plan programs, exchanges. Because these consortiums are part of the State Library, they require a System Advisory Board to share larger projects. The SAB's are composed of members of various library boards/commissions. Commissioner Berrigan was the OPL's representative for this Board, and with her resignation a new replacement is needed. Chairperson Scott would like to appoint Commissioner Citron to fill this vacancy. Commissioner Citron accepted.

3. Staff Activities Report

a. Chief Financial Officer Report

- Gene Tom presented the Measure Q Fund expenditures quarterly report. He provided a handout and briefly went through the information. Overall, the Library is on track in expenditures leaving 47% available for the remainder of the year. Mr. Tom will provide another update at the next quarterly review in May.

b. Director's Report

- The Teen Zone renovation project was presented to the Public Works Committee for approval.
- The State Librarian accepted the changes recommended for the redesign of the 81st Avenue project. Ground breaking is expected in early summer. Also, we have received two grants for this project: one for \$100,000 and another for \$18,000.
- The FY 07-09 budget is due and staff is working on the Library's budget and preparing for a meeting with the City Administrator. City Departments were directed to make a 2.5% reduction in their budgets.
- The OPL's Annual Report is in its last draft format and we should have the final product to share at the next meeting.
- The Youth Leadership Council has recommended one of its members to fill the youth vacancy on the Library Commission.
- As part of the budget process there is a section for Capital Improvements Projects (CIP), and staff has carefully studied the Master Plan and included various branch projects in the CIP budget request, as part of the new construction budget.

c. Public Services Update – Gerry Garzón reported:

- 81st Ave: Mr. Garzón clarified that while the State Librarian has approved the revised design documents, staff is still waiting for approval from the Division of State Architect, who has the final say, in order to proceed with the construction bid process.
- Teen Zone project will go to Council in two weeks to obtain approval to contract with the selected construction company and proceed with the work. The Teen Zone will be moving temporarily to the Main Library's West Auditorium during the remodeling.
- Materials Budget Allocation. There was a handout distributed and Mr. Garzon reviewed the collection budget for the Branches and Main Library. This includes materials for adults, children, teens, electronic resources, and memberships to BALIS, OCLC. The Hot Picks collection was expanded to Branches this year which has greatly increased circulation throughout the system.
- Circulation Report. As reported above, in 2005-06, circulation increased at most libraries due to enhanced budgets and the Hot Picks collection. Some branches saw decreases (e.g., the Eastmont Branch, which has seen a fluctuation of staff which affects circulation); as opposed to Elmhurst Branch's increase because of staff stability. The Tool Lending Library was closed for 2 months for remodeling; Youth Room 42% increase. Overall there was a 13% increase in circulation citywide.

Questions followed and Commissioner Katz asked what is the criterion for selecting materials? Director Martínez offered to have the Collection Development person explain this process at the next meeting.

4. Commissioners Advocacy Report

- Commissioner Katz reported that FOPL is doing a fundraiser for the OPL; they also want to schedule a meeting with Mayor Dellums and include the other Friends groups.
- Commissioner Citron reported that in the past year, and on-going, the Friends of the Rockridge Branch have made substantial contributions to the Branch including: donations to augment the collection; long-term project to improve the landscape and grounds with the help from volunteers; funding to upgrade the music score CD's; funded a summer intern from Oakland Tech High; renewed key subscriptions.
- Commissioner Sylvestre visited AAMLO and was pleased to see that it is always busy, and has wonderful programs/events.

5. Determination of Schedule of New/Outstanding Items

6. Open Forum

- Peter Bach, Friends of the Elmhurst Branch, stated that he now understands why Branch Librarian Pat Richards was transferred from Elmhurst to Eastmont. Also, he wanted to know what kind of planning, if any, is being developed for another Bond Measure in the future.

7. Announcements

- CALTAC Workshop is March 10 at the Alameda Public Library. Commissioners are encouraged to attend.
- AAMLO is hosting several programs during Black History Month. Flyer distributed.
- National Library Week Celebration – April 15 – 21. The Library is presenting Michael Pollan in conversation with Carol Ness on April 12, 7 p.m. at the Oakland Museum's James Moore Theatre.

8. Adjournment - - Meeting adjourned at 6:15 p.m.

Submitted by,

Carmen Martínez
Library Director