

**OAKLAND PUBLIC LIBRARY  
LIBRARY ADVISORY COMMISSION (LAC)  
MINUTES – February 28, 2011  
Main Library West Auditorium**

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

**Roll Call:**

Commissioners Present: Jessica Leavitt, Billie Wooldridge, Sylvester Grisby, Carolyn Mixon, Steven Tidrick, Genevieve Katz, Linda White-Taylor, Peggy Simmons, Tom Manley, Jill Broadhurst, Muhammad Alabi.

Staff: Library Director Carmen Martínez, Deputy Director Gerry Garzón, Chief Financial Officer Gene Tom, Grant Development Manager Winifred Walters, Administrative Librarian Jamie Turbak, Executive Assistant/Recorder: Rosalía A. Romo.

**1. Approval of Minutes**

Commissioner Grisby made a motion to approve the minutes of November 22, 2010, as recorded. Commissioner Mixon seconded the motion.

Minutes were approved unanimously: Yes - 11; Noes – 0; abstentions - 0

**2. Chairperson report:**

- Chairperson Tidrick received a request to start the LAC meetings at 5:30 to allow other commissioners to get here on time for the meetings. Would like to put it on the floor for discussion and vote.  
Commissioner White-Taylor made a motion to start the LAC meetings at 5:15 p.m.  
Commissioner Manley seconded the motion.  
Motion approved: Yes - 11; Noes – 0; abstentions - 0
- Chairperson Tidrick recommended canceling the meeting of March 28, 2011, and scheduling the retreat on April 2 or 23. Commissioners agreed on April 2nd.  
Commissioner White-Taylor made a motion to cancel the March 28, 2011 meeting, and hold a Commission Retreat on April 2, 2011. Commissioner Katz seconded the motion.  
Motion approved: Yes - 11; Noes – 0; abstentions - 0
- Attended the 81<sup>st</sup> Ave. Community Library grand opening, which was an extraordinary event.

### 3. Staff Activities Reports

#### A. Library Director

- The 81<sup>st</sup> Ave. Community Library grand opening was a wonderful event, and acknowledged Gerry Garzón for making this project possible. The community is very grateful and they love the new branch.
- Mayor Quan is working with the Oakland School District and library director to establish a “safe spot” around schools.
- The 81<sup>st</sup> Ave. Community Library was awarded a grant of \$73,000 from the Bay Area Library Information System (BALIS) for a teen multi-media project.
- State Budget – Funding for California Libraries: Director Martínez thanked commissioners who wrote letters in support of the library’s budget to the State Library, as the governor is recommending cutting all \$30million of public library funds (PLF). OPL receives \$150,000 in PLF. We do a myriad of things that otherwise we could not afford with city’s funding. Rural libraries depend on this money to stay open and buy children’s materials. We also get \$65,000/year for literacy funding. California lobbyists are working very hard in support of the State Library Budget. There will be a senate hearing on March 1<sup>st</sup>, and staff will have an update at the next LAC meeting.
- Budget Update. Gene Tom reported that the budget was prepared without any changes. There was a Departmental budget review on March 23<sup>rd</sup>, and Mr. Tom added that there were some modifications in staffing, but no reduction in programs; we still have a fund balance in Measure Q; general fund taken down to \$9 million; and finally, right now we don’t anticipate any problems to sustain programs and services at all branches. Beyond that, we cannot anticipate the outcome. The reserves will take us through the next 2 years. Director Martínez added that the Mayor hopes to have a proposed budget in place by the end of March to take to public forums and obtain citizens input for budget priorities. The first Town Hall Budget meeting is April 2, 2011.
- Volunteers at OPL. Director Martínez will work with Winifred Walters to develop and define a volunteer program/project. Will present update at the retreat.
- Commissioner Katz asked about fundraising efforts. Staff informed that OPL does not have a strategic plan to do more capital fundraising. The focus is on the volunteer effort, not fundraising efforts, as there are no projects on line for fundraising. Ms. Walters added that the Library and FOPL continue working together soliciting gifts from donors, FOPL continues sending newsletters to those donors to cultivate and ask for continuing gifts.
- Happy this year to once again host a National Library Week program, featuring author Isabel Wilkerson - The Warmth of Other Suns. The event will be held at AAMLO in May, but we don’t have a firm date.

#### B. Building Projects – Gerry Garzón reported:

- There are no new developments on the branch library construction projects from the last update.
- Piedmont Avenue Branch Update: As previously reported, the lease increased from \$1.00 to \$4,250.00 p/month. Last week staff met with community members, merchants

association and Councilmember Brunner. Looking at few options, potential purchasing a site for a new building (cannot use Measure Q funding for this). Another option is to close the branch (not a direction we're heading. We are considering moving into a portable facility on 41<sup>st</sup> Street city owned parking lot, or on the grounds of the Piedmont elementary school (west side of school, on Echo St.) until we determine next steps. This can mean another Mello Roos tax measure in the Piedmont area. We need to study the pros and cons of both proposed sites (taking away parking, moving to school won't have much visibility, etc.) and present to Council for consideration. Councilmember Brunner to take recommendations for those sites.

Mr. Garzón informed that we are currently in contract negotiations with the City of Piedmont to continue providing library services, and it is not feasible to involve them in this project. Director Martínez added that we are in a tough and contentious situation regarding this issue, and Mayor Quan is looking at options to get it solved.

**C. Public Services Support** – Director Martínez is happy to introduce Jamie Turbak, the new manager for this division.

- Library Information Technology Update: The Library continues to face many problems at all the branches and Main Library, a direct result of IT Department reductions. This affected the library tremendously, and the new 81<sup>st</sup> Ave. Community branch (with its children and teen areas) was a huge challenge for IT Department.
- Jamie Turbak addressed the Commission and stated that a big part of her job was working on the new 81<sup>st</sup> Avenue branch. Overall, we have a lot of work in maintaining computers, and keeping out technology updated. The Library does not have a dedicated technical staff and this creates a lot of problems system wide. We expect to have a DIT staff member housed at OPL starting in March. Unfortunately, this is not something that volunteers can help us with, as this can get difficult because of Union issues. This can be discussed more at the retreat.

#### **4. Commissioners Advocacy report and agenda retreat recommendations:**

- Commissioner Manley – attended the 81<sup>st</sup> Ave opening ceremony, it was a wonderful crowd.  
Retreat topics: advocacy.
- Commissioner Simmons – news from Second Start Literacy program. Working with OUSD adult school to get referrals for students to the literacy program, as this may be the only place where they can be helped. Doing group intro sessions at different branches, doing different things to bring tutors/students. The Tool Lending library is extremely busy right now and the location feels very small; would like to start a discussion about options for a larger place.  
Retreat topics: visits by library staff, Second Start, AAMLO, etc.
- Commissioner White-Taylor: Has a new granddaughter, 2.5 yrs. Melrose has lots of Spanish materials and story hour. Also wrote letters to Sacramento in support of PLF.  
Retreat topics: Measure Q Auditor's report compliance recommendations.

- Commissioner Katz: Would like to see 100% accomplishments in future Measure Q audit recommendations; get a full membership on the LAC, get names for possible candidates, especially where we lack representation (staff will prepare a chart showing appointment terms for retreat discussion.) Suggested a simplified version of the budget Measure Q staff reports. Finally, she reminded staff and commissioners that FOPL is an incredible source for outreach, especially when libraries/librarians don't have much time for this. Retreat topics: Measure Q Audit, LAC membership, outreach.
- Commissioner Tidrick: Retreat topics: outreach/public ownership (community).
- Commissioner Mixon: Visited Asian branch numerous times; May 16<sup>th</sup> event featuring author Maxine Hong Kingston. AAMLO will host a book event featuring the Woo sisters sometime in March.  
Retreat topics: volunteers/union rep issue.
- Commissioner Broadhurst: Attended the 81<sup>st</sup> Ave grand opening, and was really impressed with the turn out.  
Retreat topics: would like to see a more aggressive advisory board, and suggested changing the meeting frequency; the Commission feels stagnant and by the time it meets again, loses momentum. We have a lot of smart people on the LAC and would like to see a more assertive board, taking a more active role. Volunteering: push the dialog with the Union (in a respectful manner) to open it up to simple things that volunteers can do. Volunteers are a big picture in the Mayor's work plan scheme.
- Commissioner Simmons: Retreat topics: role of commissioners. Would like to invite the Union Rep to an LAC meeting to explain what their stance is regarding volunteers efforts.

Ms. Turbak added that we currently use volunteers and there is no need to consult with the unions to develop a volunteer program. We will have a better understanding and more ideas about volunteers at the retreat.

- Commissioner Alabi. He is not sure what they are supposed to discuss regarding the Measure Q Audit results. An audit is not in the Commission's or anyone's control, as there will always be recommendations from auditors for various reasons. He is not sure what the LAC can do at the retreat on this issue.  
Retreat topic: volunteers.
- Commissioner Simmons talked about the Measure Q audit process, and felt that the LAC did not do their part.

There was further discussion about the Measure Q audit, with recommendations for more LAC involvement, and more discussion at retreat.

- Commissioner Grisby: make recommendations to staff about volunteers, without generating aggravation to unions for taking jobs.
- Commissioner Wooldridge – was pleased to see the new 81<sup>st</sup> Ave. opening. It was a great event, with lots of kids and families getting library cards.

Director Martínez gathered the following topics for agenda discussion: outreach/working on public relations campaign, volunteers, partnerships, budget, and future ballot measure. She will now talk to facilitator to create a draft agenda to forward to chairperson for input.

**5. Old Business - None**

**6. Agenda Building**

- Retreat

**7. Open Forum (Public Comment)**

- Comment from Allene Warren: This Wednesday is the final transition of task force committee meetings with recommendations to the Mayor.

**8. Adjournment**

Meeting adjourned at 6:55 pm.

Submitted by:

Carmen Martínez  
Library Director