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## LIBRARY ADVISORY COMMISSION (LAC) FINAL MINUTES

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**DATE:** February 23, 2015

**LOCATION:** Main Library Brad Walters Community Room

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**CALL TO ORDER:** The meeting was convened by Vice Chair Racle at 5:25 p.m.

**ROLL CALL:**

**COMMISSION MEMBERS PRESENT: 13**

- Vice Chair, Andrew Racle
- Commissioner, Lesley Mandros Bell
- Commissioner, Ruby Bernstein
- Commissioner, Roy Chan
- Commissioner, Victoria Barbero
- Commissioner, Jeanine Shimatsu
- Commissioner, Ain Bailey
- Commissioner, Rosa Montgomery
- Commissioner, Susanne Perkins
- Commissioner, Noelle Tu Duong
- Commissioner, Grant Inaba
- Commissioner, April Harper
- Commissioner, Shanthi Gonzales
- (one vacancy)

**COMMISSION MEMBERS EXCUSED:** Chairperson, Kathryn Sterbenc

**COMMISSION MEMBERS ABSENT:**

**STAFF PRESENT:**

- Gerry Garzón, Library Director
- Gene Tom, Chief Financial Officer
- Winifred Walters, Community Relations
- Rosalía Arteaga Romo, Recorder

**Others Present:** Christine Mun, Aakaanksha Sharma

### **1. Approval of Minutes**

Vice-Chair Racle called for a motion to approve the draft minutes of January 26, 2015.

Commissioner Barbero made a motion to approve the minutes as recorded; Commissioner Chan seconded the motion. Motion approved.

**Votes:** Yes - 13; Noes – 0; abstentions - 0

## 2. Chairperson's Commission Activities Report – Vice Chair Andrew Racle reported:

- LAC Annual Report was presented to the Life Enrichment Committee and was well received. Highlights included raising awareness of the role of the LAC, and the multiple issues the Commission is working on. Commissioners Sterbenc, Barbero and Bernstein and Inaba attended meeting.
- United for Libraries Training Summary (ATT C)  
Representatives from the LAC, Save Oakland Libraries, Friends of Oakland Public Library (FOPL), Youth Leadership Council and Library staff, met with Sally G. Reed, Executive Director of United For Libraries, a division of the American Library Association, in order to receive advocacy and campaign training. This training was provided as a result of a grant received by the LAC. Discussion focused around Measure Q and the need of passage of a new measure, and the development and roles of different teams to work on such a project. There will be a fuller summary submitted later on. The United for Libraries Training group would like to have a follow-up meeting before the next LAC meeting; and reach out to the Library Coalition and other groups as well.

## 3. Measure Q Semi-Annual Report (ATT D)

- Gene Tom is pleased to report that in the first 6 months of expenditures, the Library is where it should be money wise. Concern is the discrepancies between the number of vacancies and the amount of savings it should be creating; and also security expenditures, which run about half a million dollars for the branches and should be paid from the General Fund. The Library was charged twice for this service – through the general fund and Measure Q – and is working with the Controller's Office to correct this and reimburse Measure Q funds. This will create a savings of half million to a million dollars to the Library's budget. Vice-Chair Racle called for a motion to approve Measure Q Semi-Annual report. Commissioner Gonzales moved motion to approve; Commissioner Shimatsu seconded. Motion approved.  
**Votes:** Yes - 13; Noes – 0; abstentions - 0

## 4. OPL Staff Activities Reports

### a. Director Report Highlights

Director Garzón referred to his report (ATT E). Highlights include:

- Community meeting at Dimond Branch to discuss remodeling project. Construction to begin in December.
- OPL met with Public Works staff and Rockridge Branch Friends Group to discuss the painting (exterior/interior), lighting, and carpeting project. Have selected color scheme and will notify public. Work will start in March.
- Grand opening of Golden Gate library last Saturday. Held celebration with different activities, well attended, including the Mayor and council member Kalb.
- The City Council resumed its Education Partnership Committee with OUSD to talk about education issues and collaborations with the school district to fulfill the needs in education.
- Ferguson, Race & Justice Film event on February 28<sup>th</sup> at the MLK Branch. Discussion regarding dealing with Black Lives Matter.
- Budget update – on February 6<sup>th</sup> the Library submitted its draft budget for FY2015-17, reflecting budget reduction scenarios of 5-10%. This budget does not drop below the \$9 million general fund requirement, thus not impacting Measure Q funding. Staff will have a budget hearing with the City Budget Team, which includes the city administrator and mayor.

- Sabrina Landreth was appointed new City Administrator. She used to be the budget director, and finance analyst for Council, before leaving to work for Emeryville as City Manager.

**b. Facilities Update** – Director Garzón reported that the public restrooms at Eastmont Mall are closed, and now the only public restroom available at the Mall is at the Eastmont library. Staff is working with the new mall management to get more frequent restroom cleaning.

## **5. Advocacy Standing Committee Update**

Commissioner Duong went over the highlights of their last meeting –

- Good idea to take a poll of the library regarding a parcel tax. Director Garzón added that council conducted a poll regarding potential tax measures, with public safety being one of the priorities, education, and parks. He will send info/link to commissioners.
- LAC Annual report received very positive and great feedback.
- Planning to outreach to public who have experience working with youth, contact YLC.
- Bookmark update: still working on rough draft and hoping to get a final draft pretty soon. The bookmark will be produced by SOL to help with this project, and get more community behind it. Have not set date for next meeting but hope to have one soon with the community.
- Still in process of making video to promote and advocate the library.

## **6. Networking Standing Committee Update**

Commissioner Shimatsu reported from their last meeting –

- Talked about the potential need for joint meeting with Advocacy Committee to talk about budget and public hearings.
- Looking at other library systems to see how they are dealing with their budgets. Director Garzón added that OPL has done a comparison with neighboring library systems regarding number of space per capita, with SF being the largest in the Bay Area, and Oakland coming in second with a fairly high number. The State Library collects statistics which may be used to compare services and cities. Long Beach is the closest comparison to Oakland because of its system size.
- Working on a future public hearing.
- There are some potential article topics for LAC newsletter, still not sure about public hearing, budget, and article on NCPC.
- Commissioner Duong mentioned that the Foundation Center has an internet database for grants, and they have information as to which libraries/cities have received grants. Winifred Walters added that the Foundation has not scheduled any trainings on corporate fundraising since the last LAC meeting.

## **7. Commissioner's Advocacy Reports:**

- Commissioner Mandros Bell: Tool Lending Library is working on a grant getting Bike-to-Work week to feature the bicycle tools from Tool Lending library to bring community awareness about this program.
- Commissioner Bernstein: great enthusiasm at Golden Gate celebration. Lots of children and activities, featuring the Jazz Trio.
- Commissioner Chan: Asian branch busy with lunar celebration. Council member Kalb very supportive. On March 21 will celebrate the branch's 40<sup>th</sup> anniversary, featuring the oral history exhibit with photos and interviews. All invited to event.

- Commissioner Barbero: things are okay at Lakeview branch. Continue with parking problem with only 6 parking spaces for patrons, and other non-library users taking them. Trying to fix problem.
- Commissioner Shimatsu: has not visited 81<sup>st</sup> Ave. library lately. Friday afternoons are the fix bike days. She became co-chair of the Networking Committee (chairing for the first time), and also became a FOPL member.
- Commissioner Bailey: Montclair Branch will celebrate its 85<sup>th</sup> Anniversary on March 31<sup>st</sup>. Branch is doing well, but the concern is the service requests to Public Works regarding outstanding issues that have not been resolved.
- Commissioner Montgomery: continues doing the litter walk around Elmhurst branch, and reaching out to library patrons to talk (and recruit) about the Friends Group.
- Commissioner Perkins: enjoyed the event featuring Sara Houghton; the Melrose Friends met to plan branch centennial next year; they'll need help from the library to promote this event.
- Commissioner Duong: Rockridge staff is excited about the improvements project; reading events continue for children/teens and families. Director Garzón added that air conditioning units have been installed in the meeting room and Teen Zone.
- Commissioner Inaba: toured Montclair branch; sees the need to promote E-books mainstream.
- Commissioner Gonzales: has not been able to visit MLK Branch. There is a self-defense workshop for teens currently going on. Met with the new OUSD superintendent, there are plans to reopen some of the school libraries in Oakland.
- Commissioner Harper: visited Piedmont Avenue branch. There is a day care next door with space that the branch can probably use.
- Commissioner Racle: has not visited West Oakland branch. Reaching out to “Green Streets”, a waste removal/recycling company that employs and works with re-entry people, to explore a potential partnership with the library. Attended a meeting of other library advocates and will be partnering to develop comparisons to library systems of other cities.
- Commissioners suggested that the city budget hearings should be included in the calendar. Commissioner Gonzales reminded that the LAC google calendar is a great tool for this. Staff will forward these dates.

## **8. Agenda Building:**

## **9. Open Forum/Announcements –**

- In response to inquiries about what services the library provides, commissioners can refer people to visit the library website for events. We also have the Welcome to the Library brochure for an overview of general services, and the monthly Calendar of Events. They can also call the branch staff for current programs.
- CPLA Workshop is on March 28. Also, the American Library Association will be held in San Francisco in June. Please notify Rosalia if interested in attending.
- Commissioner Barbero was part of a library contingency that met with Assembly members Bonta and Thurmond (or their staff) for the Day in the District. They were very responsive to the loss of the \$4 million allocation for public libraries. The group was encouraged to visit the legislators in Sacramento as well; staff will look into this.
- Teen Poet Laureate event at Pegasus.

## **10. Adjournment - Meeting adjourned at 6:55pm.**

Submitted by: Gerry Garzón, Library Director