



LIBRARY ADVISORY COMMISSION (LAC) DRAFT MINUTES

DATE: July 25, 2016

LOCATION: Main Library Brad Walters Community Room

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

ROLL CALL:

COMMISSION MEMBERS PRESENT: 9

Rebekah Randle, Vice Chair
Ken Lupoff
Aurea Lewis
Rosa Montgomery
Susanne Perkins
Sophia Rodríguez
Ain Bailey
April Harper
Andrew Racle

COMMISSION MEMBERS EXCUSED: 6

Kathryn Sterbenc, Chairperson
Victoria Barbero
Lesley Mandros Bell
Noelle Tu Duong
Traci Griffin
Charles Sanchez

STAFF PRESENT:

Gerry Garzón, Library Director
Winifred Walters, Grants/Comm. Relations
Jamie Turbak, Associate Director
Rosalía A. Romo, Recorder

Others Present: Genevieve & Lou Katz, Steve Curiel.

1. Department of Public Works (DPW) Presentation

Stephen Curiel, Public Work's facilities manager, talked about the process for the general maintenance of city buildings, not park facilities. There are 31 full time maintenance staff members – plumbing, electrical, carpenters, etc. Custodial staff consists of 50 people, and branches are assigned permanent staff. Mr. Curiel explained the process for submitting and completing service requests. They receive about 1000 requests per month (from both staff and general public) which are processed on a first-come/first-served basis, and are tracked through an electronic system; DPW generates half of the work orders. Emergency requests are given priority to assess urgency, especially when related to safety issues; people should call emergency services to report urgent matters. Explained non-billable work order vs billable orders; DPW controls small capital improvement projects (CIP) - less than \$50,000. 1,501 library work orders were completed as of 7/25/16 for a one-year period, representing 14% citywide orders. Questions followed.

2. Approval of Minutes

- Vice Chair Randle made two corrections and called for a motion to approve the minutes of June 27, 2016 as corrected. Commissioner Bailey made a motion to approve the minutes as corrected. Commissioner Racle seconded. All approved.
Votes: Yes – 9; Noes – 0; abstentions - 0

3. Chairperson's Commission Activities Report – Vice Chair Randle reported:

- Sophia Rodríguez was appointed to the LAC on July 19th.
- Chairperson Sterbenc spoke at the Life Enrichment Committee presentation of the Oakland Promise Card. The fines and fees report second reading scheduled on July 26.
- National Night Out: Commissioners Lewis and Barbero will participate.
- Library Advocates potluck meeting was well attended. Patrick Sweeney of Everylibrary.org was the guest speaker and he shared lots of information about ballot measures.
- Planning to revise standing committees; to be discussed at each committee meeting.

4. OPL Staff Activities Reports

a. Director Report Highlights – Director Garzón:

- Hosted a fellow from the Young African Leaders Initiative, Juelma Mendes, from Guinea-Bissau. She was impressed with the importance of libraries, and decided she wants to build a library in her community.
- Second reading on the ordinance for fines and fees report is tomorrow. This is an important ordinance and we expect it to pass. San Francisco Public Library is also embarking on a multi-year process to eliminate their fines and fees over several years.
- Also on July 19 the Mayor's infrastructure bond was passed, which includes \$15M for library improvements. Our supporters will be working to pass this ballot in November.

b. Facilities Update – no update.

5. Advocacy Standing Committee Update – Commissioner Racle reported:

- Covered a lot of bookkeeping items; book festival discussion was focused on what to do next year, how to approach these events as commissioners and use them in more effective ways as advocacy tools. Include in LAC calendar to review plans/ideas and follow up in six months.
- Social media update – what do we do now? Perhaps mixing the advocacy and networking committees as it became apparent both committees' issues strongly overlap; rethink the rules of the committees, pushing this idea of identifying groups/agencies that LAC can approach and share advocacy – we are thinking of other venues after the book festival – and just focus and try to contact/work with a couple of agencies instead of having each commissioner come up with 10 contacts
- Regarding bond measure, are commissioners allowed to talk/advocate for it? Staff is not allowed, it can only provide factual information on bond measure.

6. Networking Standing Committee – Commissioner Harper reported:

- Advertising the Library Coalition meetings, infrastructure, social media and summer reading.
- CLA Conference in November – notify Chairperson Sterbenc if interested in attending in order for staff to process registration.

7. Commissioner's Advocacy Reports:

- Commissioner Montgomery: Elmhurst Friends meeting got an intern student to volunteer for 5 weeks and he came out with a program to work with young people at the branch. Continue their litter work twice per month; the computer support program assisted a patron get a job.
- Commissioner Perkins: thanked Jamie Turbak and Winifred Walters for attending Adelle's funeral, it meant a lot to see reps from OPL, and a Council proclamation was presented as well. Encourages people to consider contacting their council person to request proclamations for community members to recognize their efforts. Melrose will participate in National Night Out; centennial celebration plans continue, working with staff to present a talk about the history of Melrose library, expecting some council members and the Mayor to attend. Both staff and Friends of Melrose participated in the fiesta celebration, and plan to participate in the Maxwell Day in the park.
- Commissioner Rodríguez is pleased to be part of LAC.
- Commissioner Bailey: the carpet at AAMLO needs servicing. Rick Moss should initiate a CIP request to replace carpet. Ain has a meeting with him tomorrow.
- Vice Chair Randle: Brookfield held a teen event; planning to visit West Oakland soon.
- Commissioner Lupoff: has exchanged emails with Brian, MLK's branch manager, and will visit branch soon.
- Commissioner Harper: Piedmont Ave. branch held its book sale last Saturday and they sold over 350 books, some t-shirts, and recruited two volunteers.
- Commissioner Racle: visited the St. Louis County Public Library, very interesting and had a great conversation with the librarian, and plans to keep in touch to learn about their ballot measure. There are a lot of parallels between St. Louis and Oakland –economic and racial diversity, urban area with a lot of similar issues that Oakland faces. Its library

system went through a ballot initiative process, which passed, and removed itself from the city administration and is now run by a board.

- Commissioner Lewis: talked to AAMLO staff regarding having an info table outside AAMLO during the Art and Soul event. Also talking with Sandra Toscano, Brookfield branch manager, about the branch's needs; the friends group wish to contribute to this effort. Reached out to Nate Miley and council member Reid to participate in a book sale.

8. Agenda Building –

- September – Commissioner Montgomery would like to present Rick Moss with the check for AAMLO from an estate.
- Joe Devries update (staff will check in with branch librarians to see if they are doing any programs to invite officers to participate.)

9. Open Forum/Announcements

10. Adjournment - Meeting adjourned at 6:57 pm.

Submitted by: Gerry Garzón, Library Director