Library Advisory Commission Sustainability Subcommittee - Draft Minutes

Date: January 8, 2019,
Location: Cesar Chavez Branch
Call to Order: The meeting was called to order at 6:30PM
Commissioners in attendance: Ada Chan, Mary Forte, Viola Gonzalez, Cathy Smith, Jessica Jung
Commissioners absent: Nathaniel Dumas

1. Approval of draft minutes from November 13, 2019 –
   I. Commissioner Forte moved to approve the minutes as drafted, Commissioner Chan seconded the motion. The minutes were unanimously approved.

2. Discuss library maintenance standards
   I. Commissioners began with a review of open OPW tickets from their adopted branches as well any other outstanding issues.
   II. Committee plans to voice concerns at a future City Council meeting as well as the Life Enrichment Committee
      a) Mention total number of outstanding tickets. Highlight that the top ticket is missed service. Highlight number of closures and reasons for closures.
      b) One potential request for City Council would be a cyclical asset management budget for basic maintenance and upkeep.
   III. The committee members discussed the following timeline for moving this forward:
        a) discuss our findings at the January LAC meeting,
        b) ask OPW to meet with the Sustainability committee in February
        c) Talk to full LAC commission in February
        d) Go to council after the February LAC meeting to voice our concerns
   IV. The committee will ask Director Turbak how much of the overall library budget goes to public works.
   V. Following a review of the number and nature of the open public works tickets, committee members decided that there is no need to move forward with a survey at this time.
      a) There is enough data to know that there is a huge problem.
      b) The problem is too large to be simply captured by a citizen survey.
      c) Committee members came up with a list of questions they would like all LAC commissioners and the library to consider:
      d) How do we deal with the baseline issues of library maintenance?
      e) What would your top three priorities be for the library system?
f) Given the quality of service and conditions of each of the buildings, is expanding the system sustainable?

g) Is it possible to adequately serve library patrons at the rate the branches are deteriorating?

h) Is there a strategic plan to expanding the library system?

i) What would a 30-year budget plan look like?

j) What would the ideal library system look like in Oakland?
   ➢ A large main branch with fewer, smaller branches or many medium branches and no real main.

k) What community benefits would we like to see from the Downtown Specific Oakland Plan?
   ➢ Commissioner Forte proposed a free shuttle that would circulate library patrons to the main from the larger community.

3. **Agenda Building:**
   I. We would like a representative from OPW and Diana Tannenbaum to come to a future meeting.

4. **Open forum:**
   I. All committee members would like to know when the audit will commence.
   II. We would also like a presentation from the new library hire who will manage the library’s budget.

Meeting was Adjourned at 7:44PM

Respectfully Submitted,
Commissioner Cathy Smith