LIBRARY ADVISORY COMMISSION (LAC) DRAFT MINUTES

Date: June 29, 2020

Recording: http://oakland.granicus.com/MediaPlayer.php?publish_id=fc1bfa8a-ba93-11ea-93cb-0050569183fa

Location: Zoom video conference

Pursuant to the Governor's Executive Order N-29-20, all members of the Oakland Public Library Advisory Commission joined the meeting via phone/video conference and no teleconference locations were required.

CALL TO ORDER: Co-Chair Gonzales called the meeting to order at 5:40 p.m.

ROLL CALL:
COMMISSIONERS PRESENT: 13
Ada Chan
Alternier Cook
Amy Johnson
Angelica Valentine
Caleb Smith
Carolyn Moskovitz
Cathy Smith
Jessica Jung
Joseph Karwat
Mary Forte
Mary Jo Cook
Nathaniel Dumas, Co-Chair
Viola Gonzales, Co-Chair

COMMISSIONERS ABSENT: 1
Tyron Jordan

STAFF PRESENT:
Jamie Turbak, Director
1. Approval of Minutes
Vice-chair Gonzales called for a motion to approve the draft minutes of February 24, 2020 with corrections provided by Commissioner Forte. Commissioner Caleb Smith seconded the motion. Motion approved.
Votes: Yes – 13; Noes – 0; Abstentions – 1

2. Co-Chairpersons’ Report
Co-Chair Gonzales:
- Involved in response to Downtown Specific Plan.
- Library Advocates expressed concern and support during the City Budget process.
- Interest in the holiday mixer.

Co-Chair Dumas:
- Friends and Stewards of AAMLO (SAAMLO) concerned about how to keep the community engaged during this time of library closures.

3. Oakland Public Library (OPL) Director Report
- February 24 – Last LAC meeting
- March 16 – All Oakland Public Libraries (OPL) close due to County Health Order
- March/April – Library employees telecommute and perform essential government operations
- May 1 – Library employees begin Disaster Service Work (DSW) to support the City of Oakland Emergency Operations Center (EOC)
  - COVID-19 test sites;
  - Distribution of PPE;
  - Park ambassadors;
  - Meal distribution sites;
  - Home meal delivery;
  - Food prep at Alameda County Food Bank;
  - Temporary shelters for unhoused;
  - Phone banking for wellness checks;
  - EOC administrative support
- May 21 – Ed Reiskin sworn in as Oakland’s City Administrator
- April/May/June – Library Services include:
  - 500 hotspots to OUSD students;
  - Collecting PPE for First Responders;
  - Online Summer Reading Program;
  - Extended due dates to June 30, including Wi-Fi hotspots;
  - Virtual Lawyers in the Library;
  - Ebook help by phone;
  - Lawyers in the Library via Zoom or phone;
  - Online storytimes, book and language Clubs;
  - Enki California Digital Library: no library card required, no hold queues;
  - Phone reference is available in English, Spanish, and Chinese;
  - One-on-one tutoring for K-12 students every day from noon until midnight (Spanish available) through Tutor.com;
Hoopla: check out 10 titles per month (up from 8);
- Kanopy: check out 5 titles per month (up from 4);
- Patron library card accounts extended to June 30

- June 1 – Library employees return to facilities. Primary tasks:
  - Prep for Sidewalk Pickup service
  - Tagging materials for Self-Check implementation
  - Food distribution

- June 5 – Jason Mitchell appointed Interim Assistant City Administrator over the Library Department.

- June 19 - OPL launches Sidewalk Pickup service at five library locations (Main, West Oakland, 81st Ave, Chavez and Rockridge Branches). This required many steps, including:
  - Developing new materials handling and quarantine procedures;
  - Changing the reservation system to account for the reduced number of available locations;
  - Creating new work teams (pods) to create “work bubbles”;
  - Moving existing holds at closed locations to those offering Sidewalk Pickup service;
  - Orienting staff to new work locations and training them on extensive safety protocols and health checks;
  - Creating public messages announcing the new service;
  - Helping patrons navigate the new system;
  - Printing multi-language signs to direct patrons at Sidewalk Pickup locations;
  - Implementing texting software to increase efficiency and provide socially-distanced service;
  - Moving an unprecedented number of materials between locations. We processed 7,000 holds on the first day!

- June 22 – City Council passes FY20-21 Midcycle Budget Amendments
  - Transfer of $1.48M of positions and O&M from General Purpose Fund to Library Measure D
  - $7.7M to build citywide public Wi-Fi network to bridge digital divide
  - $1.85M to create the Mobile Assistance Community Responders of Oakland (MACRO) program in the Department of Violence Prevention; this is an alternative to OPD for 911 mental health crisis calls

- Reading recommendations published online at Oaklandside.org

- AAMLO awarded $10,000 Federal Grant to produce an exhibit called, “Africa Remembered, African Reclaimed: Heritage and Revitalization in Black American Culture and Identity”

- Library is part of the $28M TCC grant that was just awarded to the City of Oakland. The library portion will provide $400,000 to remodel “The Shed” which is the shipping container at the MLK Branch Library that provides Scraper Bike programming and bike repair.

- Check Your Shelf: The Oakland Public Library Podcast – Episode 4: Other Duties As Assigned

- sfgate.com - Oakland libraries reopened. Here's what they look like now
4. OPL Public Information Officer Report
   Matt Berson:
   • PowerPoint presentation

5. Open Forum/Public Comment

6. Meetings with Electeds Update
   • Commissioner Moskovitz requests that OPL Director Turbak to develop talking points for future meetings with Council Members.

7. Standing Committees Reports

8. Commissioner’s Advocacy Reports

9. Agenda Building
   • Suggested topics
     o Citywide Wi-Fi efforts, including those of Oakland Unified School District
     o Presentation from OPL Racial Equity Team
     o Literacy services / Community-based functions
     o Budget presentation
     o FOPL / Friends groups – Strengthening networks

11. Adjournment - Meeting adjourned at 8:09 PM.

Respectfully submitted,

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Jamie Turbak, Library Director