

## **Oakland Public Library Advisory Commission Sustainability Committee Meeting Minutes**

April 10<sup>th</sup>, 2019

Cesar Chavez Library

6:30 – 8:00

**Present:** Nathaniel Dumas, Mary Forte, Cathy Smith, and Ada Chan

1. March 13, 2019 minutes were approved as recorded.

### **2. Logistics and Committee Business:**

Keep meeting at Cesar Chavez Library

Stricter on Attendance

We have two openings which will be filled by Commissioner Gonzales and Moskovitz.

### **3. Review of Budget 101**

Gene did a great job, we feel much more familiar with the budget.

Also appreciated Jaime going over the schedule of how the budget is passed.

**Follow up on letter to Courtney Ruby** – Annual Audit. The audit is not even occurring bi-annually. At a minimum we need to ensure there are annual reports about Measure Q spending on file we'd like an audit a minimum of every 2 years. Which provides no time to course correct within budget cycle.

What are Measure D requirements? Annual audit, or audit done of each year?

**Measure KK Funding** will contribute to improvements/repairs at the Main Library, Brookfield, and West Oakland. Mana Tominaga is supervising librarian at Main Library (wiring and carpeting, but no construction).

### **Public Comment:**

Helen Bloch shared with the committee the budget schedule from:

<https://oaktalk.com/>

Key point: Mayor submits the budget to Council in June, Council Approves the Budget.

### **4. Meetings with Council Members**

Use Council member budget priorities to tailor messaging

Library budget is set – for cycle – Measure D cycle funding is in and guarantees general fund contribution cannot drop below certain amount.

**Community Budget Forums will be from May 5 – May 18:**

There will be 7 forums; it is good to get folks to these meetings to speak up for the library.

**Public Comment: Helen Boch**

**Framework for Discussing Libraries:**

Tailor your message to council member priority

People remember stories

Give data tied to a story.

Value based language – don't just describe the activity, explain the value of the service

Every Library – is collecting stories.

Matt Berson, public information officer, is a contact for information.

Each Branch Library Manager can be asked for specific programs and stories.

**5. Meeting Adjourned**

Respectfully Submitted,  
Commissioners Smith and Chan