



## LIBRARY ADVISORY COMMISSION (LAC) FINAL MINUTES

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**DATE:** November 26, 2018

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

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**CALL TO ORDER:** The meeting was called to order at 5:40 p.m. by Chairperson Mandros Bell.

**ROLL CALL:**

**COMMISSION MEMBERS PRESENT: 13**

- Lesley Mandros Bell, Chairperson
- Aurea Lewis, Vice Chairperson
- Victoria Barbero
- Ada Chan
- Sarah McClung
- Alternier Cook
- Tyron Jordan
- Nathaniel Dumas
- Reginald Constant
- Cathy Smith
- Mary Forte
- Carolyn Moskovitz
- Amy Johnson

**COMMISSION MEMBERS EXCUSED: 0**

**STAFF PRESENT:**

- Jamie Turbak, Interim Director
- Rosalía A. Romo, Recorder

### 1. Approval of Minutes

Chairperson Mandros Bell called for a motion to approve the minutes of October 29, 2018. Commissioner Barbero made a motion to approve the minutes as amended. Commissioner Forte seconded the motion. All approved.

Votes: Yes – 13; Noes – 0; Abstentions – 0

## **2. Chairperson's Commission Activities Report – Chairperson Mandros Bell**

- Met with Commissioner Barbero to work out final details for social mixer.
- Several commissioners commute from work to attend the LAC meetings, and it was recommended to officially change the meeting time to start at 5:30, instead of 5:15. Chairperson Mandros Bell asked for a vote, and all commissioners present voted to change time to 5:30.  
Votes: Yes – 13; Noes – 0; Abstentions – 0

## **3. OPL Staff Activities Reports**

### **Director's Report Highlights – Jamie Turbak:**

- Attended the Regional Libraries to plan for the 2020 Census, which will be conducted online only, and the Census Office is looking to public libraries to facilitate the new process. There is a legal challenge from citizens. Alameda County is in jeopardy if census numbers fall low as each person counted counts for \$20,000 /person allowed. The census deadline is April – June 2020.
- Attended FOPL Board meeting.
- Attended the doll festival at AAMLO
- Air quality in Oakland was very poor but OPL was able to staff branches to stay open during the fire. Staff did not make deliveries on Friday.
- Crystal Ramie-Adams took a promotion and transferred to Human Resources, leaving a key position vacant at OPL in charge of processing new hires.
- Tomorrow is Giving Tuesday. Visit a branch to donate and receive a gift in return.
- No update on Library Director's appointment.
- 60 applicants for part-time library aide positions were interviewed for the extended schedule. New extended hours schedule is tentative to start in March, pending hiring.
- In response as to what is the role of the library in an emergency in the contents of resilience, Interim Director Turbak related that in the City's emergency plan, the Library has been assigned as a POD – point of distribution for water. There is a new staff person in charge of Emergency Department and there will probably be an update on the city's emergency plan.

## **4. Commissioner's Advocacy Reports**

- Commissioner Moskovitz met Paul Schiesser, branch manager at Rockridge. The furnace is not working, and branch was quite chilly; it will take 5 days to install new boiler; leak was fixed. Community members are excited about their branch.
- Commissioner Forte: Elmhurst library prepared an appeal letter / brochure to several department heads. As result of meeting with Public Works director, there have been nice improvements done to the branch backyard.
- Commissioner Smith: adopted Lakeview branch and attended its Friends meeting. Discussion continues re the mural, and chess competition program.
- Commissioner Constant: no report.
- Commissioner Dumas: no report

- Commissioner Cook: Hoover Durant volunteer group held a street corner library with 40 people attending.
- Commissioner McClung: Temescal branch does not have a friends group. Staff working on Centennial Celebration, Dec 1<sup>st</sup> author event, and Dec 8 bigger celebration – author, music, refreshments.
- Commissioner Chan: met with branch manager of 81<sup>st</sup> Avenue this weekend and plans to attend the next East Oakland libraries meeting. Most of the programs are primarily play time for children, with some children attend without parent supervision. Friends group is no longer active. Trying to spend money that the Friends raised for the ukulele program. Commissioner Chan was active with the Dimond Branch Friends and discussed equity around the branches who do not have friend groups. Chairperson Mandros Bell will provide her with a list of friends who've attended other meetings and referred her to contact FOPL as well.  
Interim Director clarified there has been no budget for adult programming, mainly use FOPL money. Measure D will provide some funding now.
- Commissioner Lewis: AAMLO hosted the Festival of Dolls and it was a success. Future programs include Kwanzaa and MLK Day celebration next year. Mercedes Rodriguez joined the West Oakland Friends group. Invitation for the LAC social mixer was sent online and will be forwarded to Ms. Lewis.
- Commissioner Barbero: Lakeview Friends & the community continue discussions re the mural project for the branch, also trying to figure out how to fund the chess club program which is getting expensive.
- Chairperson Mandros Bell: Tool Lending Friends did not meet due to holiday. Friends also working with staff on Centennial celebration; continuing tool sales as fundraisers and still looking for ways to get a fiscal sponsor for more intensive fundraising.

#### 5. Outreach Standing Committee Report – Commissioner Constant

- Went over the LAC social mixer planning - food, equipment, logistics. There will be a tour of AAMLO. Dec 2, 1-3pm.

#### 6. Sustainability Standing Committee Report – Commissioner Jordan

No report. Committee did not meet.

### 6. Agenda Building

- Downtown Plan / Hoover Presentation - Jan
- Budget one-one training outline – Feb (Gene Tom)
- Brown Act – March
- City Auditor presentation. Commissioners decided to send a letter to the City Auditor voicing their concerns regarding Measure Q audits, instead of a presentation. Sustainability Committee will work on a draft letter.

### 7. Open Forum/Announcements

- Interim Director Turbak relayed that staff is preparing a report on Measure D that will outline the role and responsibility of the Library Commission. Expect to present to Council in Feb.

- Viola Gonzalez, in the public audience, applied for the LAC. She is semi-retired and interested in libraries. Has served on the school board and has been executive director on multiple boards and hopes to be considered for the LAC.
- Jessica Jung will be appointed to the LAC tomorrow.
- Library staff holiday breakfast is Dec 14 at 9am.

**8. Adjournment** - Meeting adjourned at 6:45 PM.

Respectfully submitted,

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Jamie Turbak, Interim Library Director