



**LIBRARY ADVISORY COMMISSION (LAC) DRAFT MINUTES**

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**Date:** May 24, 2021

**Recording:** [http://oakland.granicus.com/MediaPlayer.php?publish\\_id=40534d85-bf20-11eb-8549-0050569183fa](http://oakland.granicus.com/MediaPlayer.php?publish_id=40534d85-bf20-11eb-8549-0050569183fa)

**Location:** Zoom video conference

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

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**CALL TO ORDER:** Co-Chair Caleb Smith called the meeting to order at 5:33 p.m.

**ROLL CALL:**

**COMMISSIONERS PRESENT: 12**

Ada Chan  
Alternier Cook  
Mary Jo Cook  
Nathaniel Dumas, Co-Chair  
Mary Forte  
Mary Going  
Jessica Jung  
Joseph Karwat  
Carolyn Moskovitz, Vice-Chair  
Caleb Smith, Co-Chair  
Ayushi Roy  
Angelica Valentine

**COMMISSIONERS ABSENT: 1**

Cathy Smith

**STAFF PRESENT:**

Jamie Turbak, OPL Director  
Kere Gonzales, Executive Assistant to the Director  
Jenera Burton, Supervising Librarian  
Mana Tominaga, Supervising Librarian  
Janelle Montu Veresa, Chief Financial Officer

**1. Approval of Draft Minutes: April 26, 2021**

Commissioner Cook added language to clarify agenda item number seven of the draft minutes. The statement was corrected to reflect as: “The Friends of Hoover Durant will get a response back on the RFP for the feasibility study.” Commissioner Mary Going made a motion to approve the minutes with the correction. Commissioner Ada Chan seconded the motion. All in favor. Motion approved.

**2. Adult Education**

Supervising Librarians Jenera Burton and Mana Tominaga gave a presentation on Adult Education. They covered adult literacy and programming at OPL including what was accomplished in 2020 and 2021. It was highlighted that most services and programs had pivoted to virtual and some saw an increase due to gaining a global reach. It was shared that there are also new e-resources for tutoring and workforce partnership initiative. Virtual programming has increased the need for technology access. OPL has increased the laptop lending and hotspots and will continue to do so for remainder of this year. Jamie acknowledged the tremendous leadership displayed by Mana in standing up the call center and Jenera who oversaw the RFID self-check installation. The commission expressed gratitude for the continued work and commitment from staff.

**3. Library Finances Report**

Chief Financial Officer Janelle Montu Veresa gave a presentation of OPL’s FY 2021-2023 proposed biennial budget with a focus on citywide Measures Q and D budgeted revenues and expenditures. Commissioners expressed that they were confused and requested a simplified explanation of the budget. Co-chair Caleb Smith suggested that in the future, budget presentations may go to Sustainability committee prior to coming to larger commission. Jamie Turbak referred commissioners the link in her Director’s report to look at the proposed budget. Janelle will go to Sustainability to give a simplified presentation.

**4. Director’s Report**

To: Library Advisory Commission  
 From: Jamie Turbak, Director, Oakland Public Library  
 Date: May 24, 2020  
 Re: Oakland Public Library (OPL) – Director’s Monthly Report

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**General Updates:**

- Mayor Libby Schaaf released her budget proposal for FY 2021-2023. [Background information and City Council Member priorities are listed on the City website. If Oakland Public Library were to receive additional funds from City Council through the budget deliberation process, the priority is for facility improvements such as carpet and furniture replacement, especially at leased facilities where we cannot use Measure KK funds \(Chavez and Eastmont\).](#)

**Changes to Library Services:**

- Oakland Public Library is tentatively planning to restore pre-pandemic hours of operation on June 15 in conjunction with the elimination of the State of California’s capacity limits, social distancing and “industry tiers”. Late last week the California Department of Public Health released a [“Beyond the Blueprint”](#) memo explaining that except for “mega events” (over 5000 people), there will be no

capacity limits, and no social distancing required by the State. Masking requirements follow [CDPH Guidance for Face Coverings](#), which after June 15th will align with CDC guidance.

Currently, and moving forward, Oakland Public Library is required to follow City of Oakland policies, Alameda County Department of Health and Cal-OSHA. [We are awaiting more information](#) on exactly what our local regulations will be as of June 15<sup>th</sup>, however we expect to make the following service changes following June 15<sup>th</sup>

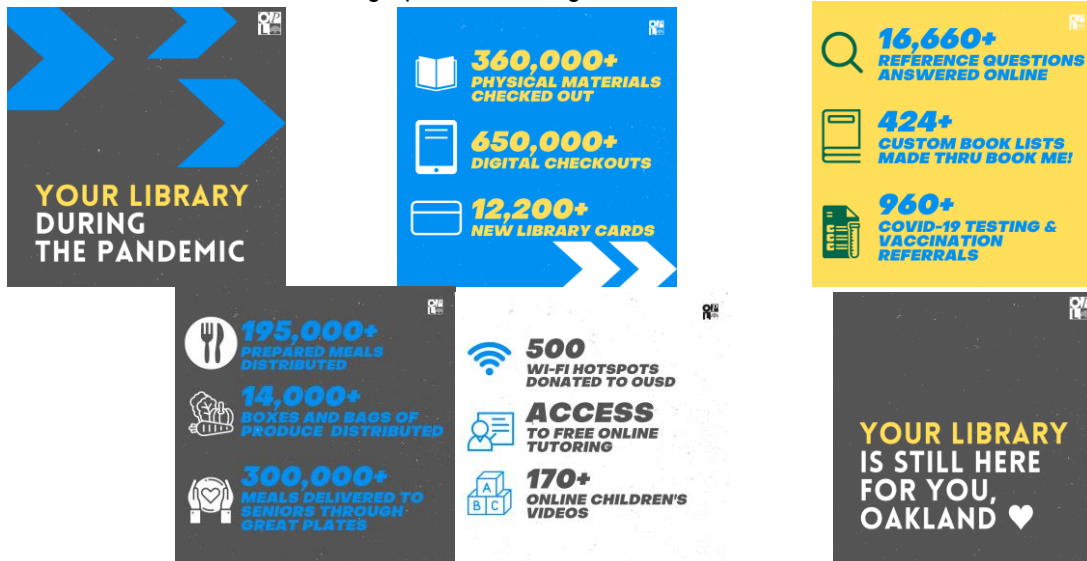
1. No more quarantine of returned materials, in accordance with current County guidance.
2. No fixed Navigator stations at the entrance. Guards or staff near the entrance can enforce any remaining requirements for entrance.
3. Open seating will be returned; patrons may sit or use furniture as they generally did before the pandemic. Public areas currently closed off will be opened.
4. Computers will be made available at all locations in the branch. Auto-extensions will be re-instituted.

I emphasize that we are still waiting for explicit guidance on what to expect regarding requirements for staff and masking requirements in general. We know that we will be serving many people who remain unvaccinated either by choice or because of age, and we can continue to be a community resource for current health information and to model healthy practices. While “OPL Express” services will sunset on June 15<sup>th</sup>, we know it will be some time yet before all pre-pandemic library activities (such as storytime) resume.

- [Oakland Unified School District issued an RFP to provide library services at the former Childhood Development Center \(CDC\) at 86 Echo Avenue](#). Oakland Public Library plans to respond and submit a proposal.

**Media:**

- The Daily Californian, Monday, April 26, 2021 MONDAY, APRIL 26, 2021, [“We miss you, too’: Local librarians reflect on COVID-19 pandemic”](#)
- OPL releases new infographics on Instagram:



## 5. Co-Chairpersons' Commission Report

Co-Chair Nathaniel Dumas reported that commissioners are needed from District 6 and he would get the commission vacancy notice to Councilmember Taylor.

Co-Chair Caleb Smith reported that he shared the commission vacancy notice with Councilmember Gallo in District 5. He also reported that he has been trying to build additional support for the Build America's Libraries Act and got the California Young Democrats to endorse the legislation at their most recent convention.

## 6. Standing Committee Reports

A. Sustainability – There was no meeting in May; no update. Co-chairs would like to talk to Janelle to plan presentation for subcommittee. Requested a copy of the Budget 101 document. Kere will send document to LAC members.

B. Outreach – Getting close to wrapping up the relationship mapping. Kere will send document to LAC members to review. LAC members should send contacts to Joseph and Alternier and document can be finalized at the June LAC meeting. Have talked about a listserv to let people know about meetings, events, etc.

## 7. Meeting with Electeds Update

Co-chair Caleb Smith reached out to Councilmembers Gallo and Kaplan to set up a meeting and highlight the vacancy on the commission. No word back from Kaplan's office yet.

Commissioner Mary Jo Cook was supposed to meet with Councilmember Thao; waiting to reschedule meeting.

Commissioner Ada Chan requested to speak with someone familiar with budget when meeting with Councilmembers or their staff.

## 8. Commissioner's Advocacy Reports

Commissioner Alternier Cook reported that West Oakland applied for the mini grant through Rockridge; they are going to get four bubble chairs for the teen room. She also reported that there was an article in the Oaklandside regarding the Friends of Hoover Durant and the Black Liberation Walking Tour. The street corner library and Black Liberation Walking Tours will kick off on June 19<sup>th</sup> 12-4p at SPARC at 34<sup>th</sup> and San Pablo.

Commissioner Mary Forte reported that the Elmhurst library is handing out giveaway items like storytelling kits and coloring kits. Branch manager has hosted Zoom story times in Spanish. There is a problem with a car continuously parked in the disabled parking spot in front of the branch.

Commissioner Mary Going reported that she reached out to her libraries to solicit feedback about Public Works. She was told it can sometimes take a while especially when parts are needed. She also reported that she went to the Cesar Chavez branch and it was lovely experience.

## 9. Agenda Building

- **June-** Facilities update; Mark Hayes from Public Works will be a guest.
- **July-** Recess. (Begin planning for annual mixer.)
- **August-** Commission membership update/Measure Q Renewal
- **September-** FOPL visit
- **Pending-** Commissioners will review the Budget 101 documents sent by Kere and determine if they want it discussed at a future meeting.

**10. Open Forum/ Public Comment (two-minute time limit)**

There were no public comments.

At this point, Commissioner Mary Forte announced that congratulations were in order for Commissioner Jessica Jung because she had been one of only three educators named as Oakland Unified School District Teacher of the Year for 2021.

**11. Adjournment** - Meeting adjourned at 7:33 PM

Respectfully submitted,

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Kere Gonzales, Executive Assistant to the Director