

Library Advisory Commission Sustainability Subcommittee - Draft Minutes

Date: March 11, 2020

Location: Cesar Chavez Branch

Call to Order: The meeting was called to order at 6:38PM

Commissioners in attendance: Ada Chan, Mary Forte, Viola Gonzalez, Cathy Smith, Jessica Jung

Commissioners absent: Nathaniel Dumas

1. **Approval of draft minutes from January 8, 2020 –**
 - I. Commissioner Chan moved to approve the minutes as drafted, Commissioner Gonzales seconded the motion. The minutes were unanimously approved.
2. **Revised objectives for the library advisory commission strategic plan and goals for LAC**
 - I. Review of current OPL strategic plan goals:
 - i. Reach people where they are
 - ii. Improve physical space
 - iii. Increase operational efficiencies
 - iv. Increase funding
 - v. Develop, retain and attract quality staff
 - II. Discussed overall goals for a revised strategic plan including increasing the volume of outreach materials to educate where Measure D and Measure Q money is spent
 - III. The revised plan could include a timeline for renewing Q (2020-2021)
 - IV. Commissioners would like an assessment of all 18 libraries to determine what investment is needed in each
3. **Talking points with elected officials**
 - I. We have money for certain capital projects but nothing is being done
4. **Agenda Building for the Sustainability Committee:**
 - I. We would like to develop a mission statement for the LAC and revised agenda built from the mission statement.
 - II. Want equity training and information on how OPL is achieving that within the system from Darlene Flynn, Oakland's Director of Race and Equity.
5. **Agenda Building for LAC**
 - I. Capital improvement updates
 - II. Facilities management updates/backlog
 - III. Feasibility study update
 - IV. How OPL is letting the constituents know about the services of the library, platforms of communication, who are you

Meeting was Adjourned at 7:50PM

Respectfully Submitted,
Commissioner Cathy Smith