

## Library Advisory Commission Sustainability Subcommittee - Draft Minutes

**Date:** January 8, 2020,

**Location:** Cesar Chavez Branch

**Call to Order:** The meeting was called to order at 6:30PM

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

**Commissioners absent:** Nathaniel Dumas

### 1. **Approval of draft minutes from November 13, 2019 –**

- I. Commissioner Forte moved to approve the minutes as drafted, Commissioner Chan seconded the motion. The minutes were unanimously approved.

### 2. **Discuss library maintenance standards**

- I. Commissioners began with a review of open OPW tickets from their adopted branches as well any other outstanding issues.
- II. Committee plans to voice concerns at a future City Council meeting as well as the Life Enrichment Committee
  - a) Mention total number of outstanding tickets. Highlight that the top ticket is missed service. Highlight number of closures and reasons for closures.
  - b) One potential request for City Council would be a cyclical asset management budget for basic maintenance and upkeep.
- III. The committee members discussed the following timeline for moving this forward:
  - a) discuss our findings at the January LAC meeting,
  - b) ask OPW to meet with the Sustainability committee in February
  - c) Talk to full LAC commission in February
  - d) Go to council after the February LAC meeting to voice our concerns
- IV. The committee will ask Director Turbak how much of the overall library budget goes to public works.
- V. Following a review of the number and nature of the open public works tickets, committee members decided that there is no need to move forward with a survey at this time.
  - a) There is enough data to know that there is a huge problem.
  - b) The problem is too large to be simply captured by a citizen survey.
  - c) Committee members came up with a list of questions they would like all LAC commissioners and the library to consider:
  - d) How do we deal with the baseline issues of library maintenance?
  - e) What would your top three priorities be for the library system?

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- f) Given the quality of service and conditions of each of the buildings, is expanding the system sustainable?
- g) Is it possible to adequately serve library patrons at the rate the branches are deteriorating?
- h) Is there a strategic plan to expanding the library system?
- i) What would a 30-year budget plan look like?
- j) What would the ideal library system look like in Oakland?
  - A large main branch with fewer, smaller branches or many medium branches and no real main.
- k) What community benefits would we like to see from the Downtown Specific Oakland Plan?
  - Commissioner Forte proposed a free shuttle that would circulate library patrons to the main from the larger community.

**3. Agenda Building:**

- I. We would like a representative from OPW and Diana Tannenbaum to come to a future meeting.

**4. Open forum:**

- I. All committee members would like to know when the audit will commence.
- II. We would also like a presentation from the new library hire who will manage the library's budget.

Meeting was Adjourned at 7:44PM

Respectfully Submitted,  
Commissioner Cathy Smith