



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

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**DATE:** April 29, 2019

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

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**CALL TO ORDER:** Chairperson Mandros Bell called the meeting to order at 5:45p.m.

**ROLL CALL:**

**COMMISSIONERS PRESENT: 10** Lesley Mandros Bell, Chairperson  
Joseph Karwat  
Jessica Jung  
Ada Chan  
Tyron Jordan  
Alternier Cook  
Reginald Constant  
Cathy Smith  
Mary Forte  
Carolyn Moskovitz

**COMMISSIONERS ABSENT: 4** Aurea Lewis, Vice-Chair  
Viola Gonzales  
Nathaniel Dumas  
Amy Johnson

**STAFF PRESENT:** Jamie Turbak, Director  
Rosalía Arteaga Romo, Recorder  
Amber Macaulay, Deputy City Attorney

Members of the public: Caleb Smith.

**2. Approval of Minutes**

Chairperson Mandros Bell called for a motion to approve the minutes of March 25, 2019. Commissioner Forte made a motion to approve the minutes as recorded. Commissioner Smith seconded. Motion approved by all.

Votes: Yes – 10; Noes – 0; Abstentions – 0

Commissioner Forte suggested that staff follow-up on the LAC request to the City Auditor to conduct annual Measure Q audit reports every two years to meet the legal requirements, instead of every 4 years. Director Turbak will contact the City Auditor to follow-up on this request.

### **3. Brown Act and Sunshine Ordinance Review**

Amber Macaulay, Deputy City Attorney, presented an overview of the Brown Act and the Sunshine Ordinance. Questions followed presentation.

### **4. Chairperson's Activities Report – Chairperson Mandros Bell**

- Had a very positive meeting with Council Member Gibson McElhany's staff.
- Prepared informational packet for meetings with elected officials, available for commissioners for their future meetings.
- Attended the Library Advocate's Coalition meeting and will attend the May 11<sup>th</sup> training.
- Working with Matt Berson, Public Information Officer, on the LAC annual report.
- Prepared a letter of support, on behalf of the LAC, for the Hoover Durant Library Project with the intent of seeking funding to help this entity develop a plan for a new branch library to serve this area. Director Turbak supports this effort as an individual but cannot address this in an official capacity now until further consultation. She added that the Library has a new project manager who can look in to this project for further analysis, but currently there is no funding for actually building a new library in the Hoover Durant neighborhood.

The Commission supports this idea and recommends approval. Commissioner Chan made a motion to approve letter. Commissioner Jung seconded. All approved.

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

- City Proposed Budget will be made public on May 1<sup>st</sup>. Distributed handout of upcoming public forums to discuss budget.
- Attended the Finance Committee meeting for the City's Master Fee schedule discussion. The proposal passed and will go to full Council on May 21 for approval. If passed, effective July 1<sup>st</sup>, the Library will get rid of library fines. Collection of fines is not cost effective for the Library, and the goal is to bring library users back to the library. There is a large community library movement to go fine-free, large equity argument.
- Implemented issuing library cards at any age. 0-5 yrs.
- Hired a project manager who will work with Public Works to manage library building issues.
- The new Chief Curator for AAMLO will start on May 20.
- Attended the Statewide Forum for public directors.
- CPLA workshop is in May and commissioners are encouraged to attend.
- May is bike to work month
- Turn the Page Festival on May 18. Releasing the Fairyland library card event.
- The new hours going well, still slow as the public is becoming aware of new schedule, still gearing up with staff. Also, LAC standing committees can meet at the branches.

**Outreach Standing Committee Update – Commissioner Constant**

- Held meeting April 22 and discussed holiday mixer.
- Commissioners were assigned to schedule outreach meetings with Council members/staff:
  - Dan Kalb: Nathaniel W. Dumas & Carolyn Moskovitz
  - Nikki Fortunato Bas: Jessica Jung & Cathy Smith
  - Lynette Gibson McElhaney: Alternier Cook & Lesley Mandros Bell
  - Sheng Thao: Joseph Karwat
  - Noel Gallo: Joseph Karwat & Reginald Constant
  - Loren Taylor: Tyron Jordan, Nathaniel W. Dumas & Dr. A. Aurea Lewis
  - Larry Reid: Ada Chan & Mary Forte
- Talked about letter of support for Hoover Durant.
- Discussed LAC annual report.

**4. Sustainability Standing Committee Update – Commissioner Smith**

- Committee switched meeting location permanently to Chavez Branch. Helen Bloch attended their last meeting and talked about library advocacy. Learned that each branch library keeps list of stories on library users and how the library has affected their lives – very interesting and good tool to share information when meeting with council members.

Discussion followed on what is the focus when meeting with elected officials. There should be three specific issues to focus and ask councilmembers to consider. One of them should be a commitment to create an appropriate Main Library; start educating them about the inadequacies that library faces. Another suggestion was that, considering the deficit the city is facing, put aside money to do feasibility study, planning or evaluation to get to next step, whatever that might be. Also, keep facilities going, maintenance. Director Turbak added that Ms. Tannenwald, new project manager, will look systemwide to get a sense of direction for libraries' needs. The LAC can recommend a feasibility study. Commissioner Moskovitz made a motion to ask Council, during the commissioners' meetings with electeds, a request for a feasibility study for a new main library. Motion approved by all.

Votes: Yes – 10; Noes – 0; Abstentions – 0

**6. Commissioner's Advocacy Reports -**

- Commissioner Constant: no report on West Oakland branch.
- Commissioner Smith: Lakeview chess tournament started - great event and well attended.
- Commissioner Forte: Elmhurst held a gardening session with about 10 people working the landscape. Attended a Volunteer Appreciation Day gathering. East Oakland Friends met last Saturday with representatives from Brookfield, Eastmont, and Melrose libraries. Conducted a brainstorming about establishing branch friends in East Oakland branches to increase members and more outreach.
- Commissioner Moskovitz: talked with Rockridge branch manager, Paul, about new hours and staffing. Met with president of Rockridge Friends and learned that the group does not have an actual membership - - they take money donations to raise funds for the branch. The branch does not have air conditioner, and the Friends are trying to figure out

whether Mello Roos funding can be used for this project. People are breaking into cars at the branch's parking lot and becoming a safety issue for patrons.

- Chairperson Mandros Bell: Tool Lending had a successful workshop on lead safety practices in the home.
- Commissioner Karwat: visited Chavez library and there was a great vibe, lots of people and kids using branch and attending event. Problem continues with water leaking in the elevator. Staff has reported this to the building management.
- Commissioner Jung: no report on Melrose branch.
- Commissioner Chan: bikers club event at 81<sup>st</sup> Ave. branch.
- Commissioner Jordan – no report
- Commissioner Cook: Asian branch conducting cooking classes which is a great event. Staff also talked about the extended hours and safety being an issue in the area. There is security in the plaza, and staff is working with the beat officer re safety issues. In the process of tightening the Hoover Durant Board, organizational development, organize group; one of the members resigned (legacy member). Plan on attending CPLA workshop; and Juneteenth event.

#### **9. Agenda Building:**

- May: thinking of LAC election officers, budget update.
- June: AAMLO Chief Curator introduction
- July: Library Projects Manager introduction
- September: mixer discussion

#### **10. Open Forum/Announcements**

#### **11. Adjournment - Meeting adjourned at 7:22PM.**

Respectfully submitted,

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Jamie Turbak, Interim Library Director