



LIBRARY ADVISORY COMMISSION (LAC) DRAFT MINUTES

DATE: November 28, 2016

LOCATION: Main Library Brad Walters Community Room

CALL TO ORDER: The meeting was convened by Chairperson Sterbenc at 5:25 p.m.

ROLL CALL:

COMMISSION MEMBERS PRESENT: 13 Kathryn Sterbenc, Chairperson
Rebekah Randle, Vice Chair
Lesley Mandros Bell
April Harper
Rosa Montgomery
Susanne Perkins
Ain Bailey
Traci Griffin
Sophia Rodríguez
Noelle Tu Duong
Victoria Barbero
Charles Sanchez
Andrew Racle

COMMISSION MEMBERS EXCUSED: 2 Ken Lupoff
Aurea Lewis

STAFF PRESENT: Gerry Garzón, Library Director
Winifred Walters, Grants Development
Jamie Turbak, Associate Director
Andrew Demcak, Senior Librarian
Rosalía A. Romo, Recorder

Others Present: Genevieve & Lou Katz, Dr. Nidhi Khosla.

1. Approval of Minutes

Chairperson Sterbenc called for a motion to approve the minutes of October 24, 2016. Vice Chair Randle made a motion to approve the minutes as amended; Commissioner Mandros Bell seconded. All approved.

Votes: Yes – 13; Noes – 0; abstentions - 0

2. Collection Management Report – Information

Andrew Demcak, senior librarian for Collection Development, gave an overview of the Library's collection that includes books & e-books, videos/DVD, periodicals, e-Readers/game tablets/Wifi Hotspots, toys and more. Electronic resources comprise databases, e-books, e-audiobooks, streaming video, language learning, and online high school. Special collections include the Oakland History Room, African American Museum & Library, Tool Lending Library, World Language Collection, Seed Library at Chavez Branch, Link+ & Interlibrary Loan. Mr. Demcak also talked about the Library Bill of Rights; the selection tools and ordering process for books; donation policy (most book donations go to FOPL's Bookmark Bookstore); de-selection process (the Library tries to recycle and repurpose materials to different sources, not just throw it away); and staff handling of book challenges (complaints). Questions followed at end of presentation.

3. Election of Chairperson and Vice-Chairperson -- Action

Chairperson Sterbenc nominated Commissioner Randle to replace her as chairperson, effective December 1, 2016. No other nominations were made. Commissioner Mandros Bell made a motion to accept the nomination and appoint Commissioner Randle as new Chairperson. Commissioner Montgomery seconded. All approved

Commissioner Barbero nominated and made a motion to appoint Commissioner Racle as vice-chairperson in an interim basis, and revisit appointment in 6 months. No other nominations were made. Commissioner Griffin seconded the appointment. All approved.

Commissioner Bailey's advocacy report: attended the Facing Race conference in Atlanta, organized by Race Forward, which is an Oakland based race and social justice organization. The St. Paul Public Library shared about their Read Down program to reduce fines, which provides an easily managed solution for eliminating the barrier that fines represent for many low income people of color by encouraging reading. Montclair Branch is doing well, and the Friends group is raising funds for lighting. The phones are not working well and the light bulb needs to be fixed. Upcoming event at branch is *Meet Julia Morgan*. AAMLO doing well, light fixtures need replaced interior/exterior, security cameras not installed yet.

4. Chairperson's Commission Activities Report – Chairperson Sterbenc

- New committees: Sustainability and Outreach, both meet on the 2nd Monday of month, 6:15 pm at Buttercup Grill. First meeting is Jan 9.
- Facilities ad-hoc committee (Perkins and Montgomery) will contact Rosalía Romo with information about meeting schedule and membership.
- Recruitment: LAC expects 2 vacancies in January and will need applicants.
- CLA Conference Nov 3-7. The conference was great and informational.

- She will be joining FOPL as the Advocacy Chair, and will continue with the advocacy coalition efforts; plans to give a social media update to the LAC in Jan.

5. OPL Staff Activities Reports

a. Director Report Highlights – Director Garzón

- Meeting held at Dimond Branch with the Rogers Family Foundation re branch improvements. It was nice to have them visit to get a look at the state of the library. The Foundation has decided to donate to this renovation.
- The Dimond Branch Friends are doing a library furniture fundraising campaign. Branch will close Dec 23 to start renovation project.
- Attended CLA Conference, a very productive conference with quite a few staff members attending as well participating in panels and presenters.
- The Library has begun the FY 2017-19 budget process, with draft budget due in February. Two items have been submitted in draft form thus far:
 - FY 2017-19 Capital Improvement Projects (CIP) to include security system for all libraries.
 - FY 2017-19 Proposed Service Levels

b. Facilities Update – Jamie Turbak

- Recently hired 28 permanent employees (PT classifications). A huge impact with about 17 full time positions, all starting December 17.

6. Arguments for building branch libraries in underserved areas: San Antonio and Hoover

The arguments for building and renovations of branches are still current. Director Garzón reviewed the Master Facilities Plan that was the basis for the Measure N ballot in 2006. This plan would have allowed building new branch libraries in the Hoover and San Antonio neighborhoods. Measure N did not pass and the master plan did not come to fruition. Hoover neighborhood has an active group that has been working on this plan for 4 years now. There is no money for either branch. Depending on the economy, in two years there is hope for a new library bond measure to fix, renovate, expand our libraries, and build new branches. The Library offered a library option to the Hoover group (a 24-hour library - - a container similar to a large vending machine - - without staffing or programs), and idea was rejected. They want a branch library and we would need a bond measure to make this a reality.

7. Advocacy Standing Committee Update – Commissioner Racle

- Preparing document to new Standing Committee on all activities. Two general ideas developed, with a lot of information going to Outreach Committee. Also focused on more calendar items. Putting together a spreadsheet, sharing all changes to the community and other committees.

8. Networking Standing Committee – Commissioner Harper

- Mixer update: will send reminder. Come at 12 noon to help final set-up. Expecting Mayor and council members Kalb and Campbell-Washington; still waiting for replies from rest of council members. Working on transitional efforts as well for new committee.

9. Commissioner's Advocacy Reports:

- Commissioner Griffin: met with principal of her neighborhood school and charter school. Plan to meet with him again and hope to build more relationships with school and OUSD staff.
- Commissioner Racle: helped the Youth Leadership Council on college essays, resumes.
- Commissioner Rodriguez: Temescal Friends group is meeting Dec 10 to start preparation for a pre-centennial event in 2018. Need more people to join the friends group.
- Commissioner Duong: no report.
- Commissioner Barbero: Lakeview branch fire alarm battery needs replacing (has been beeping for two weeks); branch is busy and happy.
- Chairperson Sterbenc: met with OUSD school librarian during CLA Conference. Updating the Library Advocates website. Tomorrow is Giving Tuesday, when people are encouraged to donate to groups.
- Commissioner Randle: attended CLA Conference - great experience and networking. A lot of focus on social media, sharing, blogging. Workshops on link data, blogging tips and tricks, promoting content not resource. CLA legislative workshop mentioned that the state assembly members' terms are long and encouraged the need to establish relationship with them for advocacy.
- Commissioner Harper: moving to Mendocino County and this will be her last meeting.
- Commissioner Mandros Bell: Tool Lending Library needs to locate storage container fast since West Oakland branch has to empty its storage place where a lot of tools are kept now. Upcoming classes on knife sharpening, heater maintenance and retrofitting.
- Commissioner Montgomery: Elmhurst branch has two landscaping volunteers working the grounds - daffodils planted. Halloween party was a success. A professor from East Bay Cal State came to the litter walk and wants to develop a litter program (Dr. Nidhi Khosla, who is attending today's LAC meeting).
- Commissioner Sanchez: has not visited Chávez branch due to his work duties but will resume soon.
- Commissioner Perkins: no Melrose Friends meeting this month. Custodial services are lacking, also at Lakeview branch. Congratulations to Angelica Menjivar on her promotion.

10. Agenda Building

- No LAC meeting in December.

11. Open Forum/Announcements

- OPL holiday breakfast Dec 2.
- Recognition for Chairperson Sterbenc.

12. Adjournment - Meeting adjourned at 8 pm.

Submitted by: Gerry Garzón, Library Director