Date: 10/4/2021

In attendance: Kere, Angelica, Caleb, Carolyn, Alternier, Kathryn (Friends of the OPL)

Unanimous approval of minutes after Caleb moves to approve and Angelica seconds

Kathryn discussed mixer and timeline for sending Save the date drafted ASAP using duplicate from last year - Kathryn to review

Group locks down countdown calendar for mixer planning. It is as follows:

-2 months survey topics for breakout rooms
-2 months: determine which mail lists and elected officials will be invited
-2 months before: decide order of program
-2 months before write email to send to mailing lists
-1.5 months have the invite (October 24th send date thru mail chimp duplicate)
-1 month before event: get brown paper tickets live
-1 month: send out invites via OPL Advocates' Mailchimp account
-2 weeks: email reminder to folks who haven't RSVP'd
-2 weeks: prep call with speakers
-1 week: tech rehearsal

Kathryn suggests the MLK branch video to show at start of mixer:
https://www.youtube.com/watch?v=qagaLrY1Tak

Need to lock down topics for breakout rooms - Kathryn is working on this

Kathryn to send invites to electeds

Group discusses the audit talking points:
The City Auditor is an independent official who is directly elected by and answers to the Oakland voters.
The audit was completed as a standard precaution, not due to any complaints or concerns.
The audit found that all voter-approved taxes were being spent as intended and no money was being diverted to non-library purposes.
The audit also approved of the financial controls the library has in place to ensure there is no waste, fraud, or misspending.
The audit confirmed what we already knew- thanks to the generosity of Oakland voters, Measures Q and D have allowed for the preservation and expansion of library services.

Agenda building:

1. Mixer update
2. Status of relationship mapping document and update frequency
3. Metrics review from larger LAC meeting and see if we want to add/amend anything
4. Agenda building
5. Public comment