



LIBRARY ADVISORY COMMISSION (LAC) DRAFT MINUTES

Date: October 24, 2022

Recording: http://oakland.granicus.com/MediaPlayer.php?publish_id=98a9b4bc-5eed-11ed-95a3-0050569183fa

Location: Zoom video conference

Pursuant to California Government Code section 54953(e), Library Advisory Commission Board Members/Commissioners, as well as City staff, will participate via phone/video conference, and no physical teleconference locations are required.

CALL TO ORDER: Co-Chair Carolyn Moskowitz called the meeting to order at 5:34 p.m.

ROLL CALL:

COMMISSIONERS PRESENT: 8

Alternier Cook
Mary Forte, Vice-Chair
Carolyn Moskowitz, Co-Chair
Ayushi Roy, Co-Chair
Karen Roye
Caleb Smith
Cristina Tostado
Angelica Valentine

COMMISSIONERS ABSENT: 1

Cathy Smith

STAFF PRESENT: 2

Jamie Turbak, OPL Director
Kere Gonzales, Executive Assistant to the Director

1. Approval of Draft Minutes: September 26, 2022

Commissioner Mary Forte reported an error in a section of the minutes and asked that the minutes be amended to include the correction. Commissioner Caleb Smith made a motion to approve the minutes as amended. Commissioner Mary Forte seconded the motion. Commissioner Alternier Cook was not present for this portion of the meeting and did not cast a vote. All others in favor. Motion approved.

2. AB-361 Adoption of Teleconference Resolution

In 2020, due to Covid-19, the Governor issued emergency executive order N-29-20 which suspended the teleconferencing requirements of the Brown Act. That executive order expired on September 30, 2021.

In September 2021, Assembly Bill 361 was signed and authorized local agencies to use teleconference without complying with the teleconference requirements imposed by the Brown Act when the legislative body holds a meeting during a declared state of emergency. This resolution is being re-adopted so that the commission can meet via teleconference.

Commissioner Caleb Smith made a motion to adopt the resolution. Commissioner Karen Roye seconded the motion. Commissioner Alternier Cook was not present for this portion of the meeting and did not cast a vote. All others in favor. Motion approved and resolution adopted.

3. Open Forum/Public Comment (2-minute limit)

Public comments can be heard by clicking the link to the recording at the top of these minutes.

4. Friends of San Antonio Park Presentation

Guests Elena Serrano, Mira Manickam-Shirley, Hector Cruz shared about their individual connections to the park and the history of Friends of San Antonio Park (FOSAP).

As part of the 2006 OPL Master Plan, there were recommendations for two new community libraries: 81st Avenue and San Antonio. Mira described how community-based organizations in San Antonio got together to ensure that neighborhood residents had a voice in determining the future of the park. She shared how they developed an extensive community visioning process which included three major meetings; all of which took place in person within the park. During those meetings, there was discussion, brainstorming, and information sharing about what neighborhood residents wanted to see in the park. Residents were given the opportunity to vote about additions to the park. The most popular addition was a library. As a result of the recommendations of the community visioning process, when City's Planning team released the draft master plan for San Antonio Park, they listed a recommendation to do a feasibility study for a library and community center as one of the top four priorities. The Parks and Recreation Advisory Commission (PRAC) was asked to support the recommendation for a feasibility study for a community library and resilience center in San Antonio Park.

Commissioners were grateful for the presentation and several commended the group on the community outreach and engagement process.

Note: During the meeting, Mira asked to share audio recordings. Due to the publishing requirements of the Brown Act, the recordings could not be played during the meeting. The recordings of comments made by neighborhood youth in support of the library can be heard by clicking [here](#) and [here](#).

5. **Quarterly Maintenance Report**

Commissioner Mary Forte shared the summary and full maintenance reports for each branch. She stated that the reports should be used by commissioners to look for trends and assess the progress at the branches they advocate for. The next quarterly maintenance report will be through December 2022 and shared at the January 2023 meeting.

6. **Director's Update**

Director Jamie Turbak covered the following:

The Governor announced plans to end the COVID-19 State of Emergency on February 28, 2023. This means the provisions that allow for remote meeting teleconferencing under modified Brown Act Requirements in AB 361 will also expire on the same day. I expect LAC meetings will resume in-person at the Main Library around this date, but I have not yet received instructions.

Main & Hoover Durant feasibility studies: Both projects are in the launch stage and will begin their community engagement processes soon. OPL hopes for deep and meaningful engagement, so please help us spread the word. For updates, sign up at [Library Feasibility Study \(arcgis.com\)](http://arcgis.com)

Piedmont Avenue Library lease: On October 24, the Life Enrichment Committee was to consider the Piedmont Avenue lease issue. The details of the proposed ordinance and a link to the zoom meeting can be found at [City of Oakland - Calendar \(legistar.com\)](http://legistar.com). However, this meeting was cancelled and the item is not yet rescheduled to a future meeting.

African American Museum & Library at Oakland (AAMLO) building project: AAMLO is undergoing a historic building assessment. And although there are many major repair and maintenance issues being documented, it was recently resolved that the historic façade is not discolored due to water damage but instead due to bacteria (which will be much easier to resolve.) Repairs to AAMLO will be funded by Measure KK and a recently approved \$1.69 million dollar grant from the California State Library.

Brookfield building project: The Brookfield Branch Library also requires extensive maintenance and repair work. This project is nearing design completion and will also be funded by Measure KK and a recently approved grant from the California State Library for \$2.15 million.

Elmhurst: The Elmhurst Branch Library has been awarded a grant for \$40,000 to provide significant improvements to the backyard space, including a shade structure, storage shed and additional landscaping.

The full-time painter assigned to the Library has been reassigned to a different city department. PWA recently completed interviews to fill the vacancy.

PWA reports they plan to bring four (4) new temporary part-time custodians on board in the next 45 days.

The business office at Main underwent a remodel for new paint, electrical, data, carpet and cubicles for 15 employees who manage our marketing, HR and fiscal processes. The workspaces are more ergonomic, private, and clean. Employees will return to work in this area on November 7th.

7. Co-Chairperson's Update

Co-chair Ayushi Roy shared a new rubric that will be used to screen and select future commissioners. She explained that the rubric was designed to help address gaps in representation of districts and to run a more equitable search for commissioners. Suggestions and changes were made to the document in real time during the meeting.

Co-chair Ayushi Roy explained that the next steps will be to update the rubric and process based on feedback received. She will also draft the interview questions based on feedback and share both with the commission at a future meeting so that they can be finalized, and candidates can be selected.

8. Standing Committees Updates

Commissioner Alternier Cook reported that that Community Engagement committee had met and mainly discussed the mixer. The mixer will be held virtually with plans to have an in-person event in the spring.

Commissioner Angelica Valentine reported that Community Engagement has changed their meeting start time to 5:45p and there will be a special meeting on November 15th.

Commissioner Karen Roye reported that Sustainability committee is working on researching library surveys to address maintenance, needs assessment, patron experience and using a racial equity lens. Sustainability will have a special meeting on December 8th during the recess of the full commission.

9. Commissioner Advocacy Update

Commissioner Karen Roye reported that FSAAMLO held a beautification project at AAMLO. There was also a "Meet the Author" event that was well attended. There will be a volunteer/member appreciation and membership drive event on Saturday, November 12th at 3p.

Commissioner Mary Forte reported that there was a celebration at Elmhurst branch for 10 years of doing the litter walk; it occurs twice a month on the 2nd and 4th Saturday. The branch also had the basil planting program. She also reported that the nearby encampment was not fully closed down and there had been gunshots near the branch which caused it to close.

Commissioner Alternier Cook reported that Friends of Hoover Durant Public Library, along with OPL staff and the consultant had the feasibility study kickoff on October 18th. The Friends of Hoover Durant Public Library participated in two street corner libraries. All of the children's books that were received from OPL were given out various events.

10. Agenda Building

- **November-** Budget Update, Amplifying Service Delivery in OPL
- **December-** Recess/ OPL Advocates Mixer on Sunday, December 4, 2022
- **January 2023-** Quarterly Maintenance Report, Get to Know Our Commissioners, Review Commissioner Assignments
- **February 2023-** Co-chair and Vice- Chair Elections, Budget Training, Impact of Infrastructure Bond,
- **Spring 2023-** Annual Audit by City Auditor, Update on Teen Services, Budget Update

11. Adjournment - Meeting adjourned at 7:34 PM

Respectfully submitted,

/ s /

Kere Gonzales, Executive Assistant to the Director