



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

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**Date:** June 26, 2023

**Recording:** [Library Advisory 6/26/23 \(granicus.com\)](https://www.granicus.com)

**Location:** Main Library, Brad Walters Community Room, 125 14<sup>th</sup> St., Oakland, CA 94612

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**CALL TO ORDER:** Co-Chair Caleb Smith called the meeting to order at 5:50 p.m.

**ROLL CALL:**

**COMMISSIONERS PRESENT: 11**

Chiye Azuma  
Bradley Boyd  
Alternier Cook  
Mary Forte, Vice-Chair  
Carolyn Moskovitz  
Ayushi Roy, Co-Chair  
Karen Roye  
Caleb Smith, Co-Chair  
Cathy Smith  
Cristina Tostado  
Karen Zukor

**COMMISSIONERS ABSENT: 3**

Brittany Buckmire  
Angelica Valentine  
Alex Weinberg

**STAFF PRESENT: 2**

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

**1. Roll Call**

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

There were no public speakers at the meeting.

**3. Approval of Draft Minutes: May 22, 2023**

Commissioner Mary Forte reported a point of clarification in the minutes regarding the start time and the titles after names. She asked that the minutes be amended to include the clarification. Commissioner Mary Forte made a motion to approve the minutes as amended. Commissioner Karen Roye seconded the motion. Commissioner Caleb Smith abstained. All others were in favor. Motion approved.

**4. Elected Officials Outreach**

Commissioner Caleb Smith started the discussion by sharing the typical format of discussions with elected officials. First, highlight OPL’s accomplishments, next, talk about what we are asking for, and, lastly, find out what the elected’s priorities are and how we can help carry those priorities out.

For the accomplishments, Staff Kere Gonzales will create folders which contain the Life Enrichment Committee annual report and other OPL information that can be given to electeds.

The suggestions for our asks were: A) Changing the Consolidated Fiscal Policy so that Maintenance of Effort is indexed to inflation, B) Allocation of Measure U Funds, and C) Public Safety.

Staff Kere Gonzales will also recirculate the Commissioner Assignment Listing.

**5. Director’s Update**

Director Jamie Turbak covered the following:

**Oakland Youth Poet Laureate.** Nairobi Barnes was named the 2023 Oakland Youth Poet Laureate on June 2 at a standing-room only event at the Oakstop. Nairobi won a \$5,000 college scholarship and each of the youths was awarded a \$500 prize, thanks to the Friends of the Oakland Public Library. The award was announced by District 4 Councilmember Janani Ramachandran, and many Friends board members and OPL staffers were in attendance.

**Safety.** Library Administration hired a consultant to advise on improving safety in our libraries. Over the past year, the consultant has been meeting with staff at multiple locations, studying our facilities, policies, and systems, and researching best practices. Bringing his experience with conflict resolution, self-defense, and boundary setting to the complex issues facing OPL, Joseph Mauer of Omnimediation recently compiled feedback and offered recommendations on how to improve safety and security for staff. In June, these recommendations were shared with staff and there have been two listening sessions to solicit additional feedback and suggestions. The main elements of this report are: hiring a Library Safety Manager (included in the FY23-24 Budget being considered by City Council this evening), increasing and expanding staff training, improving practices for debriefing after incidents, adapting policies and guidelines to include restorative

practices, improving security camera coverage, updating phones (to help staff avoid verbal abuse from repeat callers), advocating for a new, permanent employee model for security guards, increasing OPL's engagement with social workers through community partnerships, and improving our physical infrastructure with safety in mind.

**Friends of Oakland Public Library (FOPL) Branch Equity Grant Highlights.** For FY22-23, FOPL granted nine equity locations \$2,500. The Branch Equity Grants allow staff to plan and quickly implement new programs, activities, and facility improvements. They make a big impact, and the library is very grateful to all the library Friends who make them possible!

Here are some of the projects so far:

- 81st Avenue Branch hosted an online program with award-winning organizer, speaker, political commentator, producer, independent journalist, and scholar-activist Rosa Clemente.
- Asian Branch worked with the Cut Fruit Collective, Civic Design Studio, and students from Oakland High School Visual Arts Academy to create a colorful and fun mural in the branch.
- Brookfield Branch staff purchased lumber and built another box for their garden. The Branch Manager reported that a neighbor offered to help, adding that the library's garden – started with last year's Branch Equity grant – is “bringing people in the neighborhood together.”
- The César E. Chávez Branch engaged local mural artist Xochitl Guerrero to design and paint a mural that delights and inspires all visitors to this busy branch.
- Eastmont Branch has continued its popular Chair Yoga series, which is designed to help those who have difficulty getting up and down from the floor to enjoy the many benefits of yoga.
- For its reopening after significant renovations, the Elmhurst Branch staff ordered supplies for an open house celebrating the improvements.
- Building on last year's success, the Martin Luther King, Jr. Branch organized another team building and art activity for teen patrons.
- Melrose Branch purchased supplies and equipment to support the launch of a new teen gardening program.
- West Oakland Branch staff purchased supplies for their comfort cabinet, which allows patrons in need to access necessities such as deodorant, socks, sunscreen, tissues, and bandages.
- AAMLO does not receive an equity grant because it receives a dedicated line item of \$7,000.

**Maintenance of Effort.** Oakland City Council is hearing an item this evening as part of the FY23-25 Budget process that defines financial conditions that can trigger a withholding of General Fund (1010) contributions that constitute the Maintenance of Effort required by Library Measure C and Library Measure D. As of 4:30 pm tonight, City Council discussion so far indicates the item will pass, but that the definitions of fiscal conditions might be amended when City Council considers new language for the Consolidated Fiscal Policy. City Council will vote on the item after they hear public comment and budget proposals.

**6. Co-Chairperson’s Update**

Co-chair Ayushi Roy shared that commissioners would have a chance to do introductions again in the fall.

Co-chair Caleb Smith reminded commissioners about the special Co-chair election which is happening in September.

**7. Standing Committees Updates**

Co-chair Caleb Smith reported that Community Engagement committee did not meet due to lack of quorum. The next scheduled meeting is in October at which time the committee will decide on the mixer and draft talking points for elected officials.

Commissioner Karen Roye shared that she had three items to report on:

- Update on library survey; it was reported that the survey will be done in three phases with each of the phases being worked on by ad hoc groups. The first phase will be drafting of the questions. The second phase will be getting the survey out to the community. The third phase will be analysis of the results. Commissioner Roy stated that ad hoc committee for phase one will begin its work in July with a goal of getting the questions to Director Jamie Turbak.
- A recommendation from Sustainability Committee that the new City Administrator be invited to an upcoming meeting to familiarize with the commission, its work, and its vision.
- A discussion around scheduling a special meeting for September to keep the momentum going for the survey work since there is such a long break until the next meeting.

Commissioner Karen Roye asked that interested commissioners send their interest to her if they want to work on any of the ad hoc groups for each phase.

**8. Commissioner Advocacy Updates**

Commissioner Mary Forte encourages everyone to come to the open house at the Elmhurst Branch on June 30 or July 1 from 12p-4p to see the renovations and updates.

**9. Agenda Building**

- **August 2023-** Recess
- **September 2023-** Special Co-chair Election
- **October 2023-** Update on Feasibility Studies
- **November 2023-**LAC Survey Report
- **December 2023-** Recess

**10. Adjournment - Meeting adjourned at 7:19 PM**

Respectfully submitted,

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Kere Gonzales, Executive Assistant to the Director