



LIBRARY ADVISORY COMMISSION (LAC) DRAFT MINUTES

Date: April 24, 2023

Recording: https://drive.google.com/file/d/1Qdcq4bTYOdhP4QLtWl-ILr0_qHkF9gf6/view?usp=share_link

Location: Main Library, Brad Walters Community Room, 125 14th St., Oakland, CA 94612

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

ROLL CALL:

COMMISSIONERS PRESENT: 12

Chiye Azuma
Bradley Boyd
Brittany Buckmire
Alternier Cook
Mary Forte, Vice-Chair
Carolyn Moskovitz
Karen Roye
Caleb Smith, Co-Chair
Cristina Tostado
Angelica Valentine
Alex Weinberg
Karen Zukor

COMMISSIONERS ABSENT: 2

Ayushi Roy
Cathy Smith

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: March 27, 2023

Commissioner Mary Forte reported a point of clarification in the minutes and 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. All in favor. Motion approved.

4. New Commissioner Introductions & Assignments

Commissioners introduced themselves and shared a little about their personal interests and careers. They also shared how they became interested in the Library Advisory Commission. Co-Chair Caleb Smith welcomed the newest commissioners and remarked about the amount of talent and expertise on the commission.

After introductions, there was discussion about commissioner assignments and advocacy. Co-chair Caleb Smith explained how commissioners can connect with their assigned branches and councilmembers. The updated assignments can be found below.

Commissioner	Term	Branch	Committee	District of Residence	Assigned CM	CM District
Unassigned		Melrose Brookfield				
Alternier Cook	11/14/21-11/13/24 (2 nd)	West Oakland	Community Engagement *	3	Mayor Fife Kaplan	N/A 3 At-Large
Angelica Valentine	10/16/20-10/15/23 (2 nd)	Main	Community Engagement *	3	Fife	3
Ayushi Roy*	11/17/21-11/16/24 (2 nd)	---	Community Engagement	1	---	---
Caleb Smith*	11/14/20-11/13/23 (2 nd)	Piedmont Montclair	Community Engagement	3	Mayor Gallo	N/A 5
Carolyn Moskovitz	11/13/21-11/12/24 (2 nd)	Rockridge	Community Engagement	1	Kalb	1
Cathy Smith	06/19/21-06/18/24 (2 nd)	Lakeview	Sustainability	2	Bas	2
Mary Forte**	08/19/21-08/18/24 (2 nd)	Elmhurst	Sustainability	6	Jenkins Reid	6 7
Karen Roye	11/14/22-11/13/25 (2 nd)	AAMLO	Sustainability*	4	Mayor Ramachandran	N/A 4
Cristina Tostado	10/05/20-10/04/23 (1 st)	Asian	Community Engagement	2	Bas Reid	2 7
Karen Zukor	03/01/23-02/28/26 (1 st)	Temescal Tool Lending	Sustainability	3	Ramachandran	4
Alex Weinberg	03/01/23-02/28/26 (1 st)	Dimond	Sustainability	1	Kalb	1
Chiye Azuma	03/01/23-02/28/26 (1 st)	Eastmont 81 st MLK	Sustainability	6	Jenkins Reid	6 7
Brittany Buckmire	06/24/22-06/23/25 (1 st)	Golden Gate	Community Engagement	3	Kaplan	At-Large
Brad Boyd	03/01/23-02/28/26 (1 st)	Cesar Chavez	Sustainability	4	Gallo	5

* Co-Chair /** Vice-Chair

5. Life Enrichment Committee- Annual Report

The annual Life Enrichment Committee report is due in the summer. The draft of the report was reviewed and discussed by the commission. Suggested edits were:

- Add audit dates; be specific.
- Add the success of quarterly reports.
- Add impact of unhoused people on Elmhurst branch.
- Add Library resources for unhoused people (shelter, charging station, etc.)
- Add recognition for Librarians.

Co-chair Caleb Smith took notes and will incorporate the suggestions above into the report. Commissioner Carolyn Moskowitz made a motion to adopt the report with the stipulated changes and delegate the Co-chair to complete the report and schedule it to Life Enrichment Committee. Commissioner Mary Forte seconded. All in favor. Motion approved.

6. Ad-Hoc Committee on Censorship

Commissioner Carolyn Moskowitz shared examples of libraries and librarians being censored in various parts of the country due to materials. She suggested an ad-hoc committee to discuss actions and possibly meet with congressperson Barbara Lee to make a statement nationally. Commissioners Cook, Azuma, Tostado, and Zukor volunteered to join the ad-hoc committee. Staff Kere Gonzales reminded the commission that ad-hoc groups should remain small and can meet how and where they want since they are not bound by the Brown Act. Commissioner Alternier Cook made a motion to establish an ad-hoc committee on censorship that will report back to the full commission at the July meeting. Commissioner Brittany Buckmire seconded. All in favor. Motion approved.

7. LAC Ordinance Update

Director Jamie Turbak summarized the following proposed changes to the ordinance:

- Updates the name of the commission to “Library Commission”
- Updates the oversight to “Measure C”
- Clarifies the language around quorum.
- Changes the date for elections from July to the first meeting in January.
- Advises commission to write by-laws.
- Allows for a family leave for a commissioner.
- The updating of the length of terms and number of terms or exceptions must be written into bylaws. The ordinance does not address this.

8. Director’s Update

Director Jamie Turbak covered the following:

- **Budget-** Mayor’s proposed 2-year budget has not yet been released publicly. Based on the draft received, there will be no unexpected changes to the Library budget.
- **Piedmont Ave-** There is now a project manager assigned. RFP will be issued to on-call contractors within the next two weeks.
- **Elmhurst Branch-** Reopening delayed due to a bad flooring shipment. The new order will arrive first week in May and then will need another week or so for installation.
- **AAMLO-** Working with AE3 to finalize a design set for assessing all the capital needs. Once design and scope is complete, will identify funding and then it would go out for RFP.
- **State Grants-** Working on submitting two \$10M Building Forward state grants for Melrose and Main. The grants require a match, and we are trying to work with the City to allocate Measure U dollars.
- **Main-** Will go out to construction bid by end of year. Planning on a full closure for approximately five months of closure during construction.

- **West Oakland-** Reviewed a grant for \$500K to make it a resiliency hub.
- **Tool Lending-**Awaiting building permit review of the expansion to add shipping containers.
- **MLK-** Awaiting a notice to proceed for contractor to add five shipping containers to the Bike programming area.
- **Rockridge-** Awaiting a notice to proceed for contractor to install cooling and HVAC.
- **Brookfield-** Design is at 95% completion. After design is complete, then it will go out for RFP.

9. Co-Chairperson's Update

Co-chair Caleb Smith reminded commissioners that the potluck sign-up sheet for the Spring Mixer was being circulated in the room and to sign up to bring something.

10. Standing Committees Updates

Commissioner Mary Forte gave an update of the maintenance report and will forward a summary to the commission.

Commissioner Karen Roye gave an update of the progress of the survey and will continue drafting and forward to Jamie for review and Tarshel Beards for pushing it out to community.

Commissioner Angelica Valentine shared that the mixer will be May 21st from 1p-3p in the Bradley Walters courtyard. Another outreach email will be sent soon so please sign up.

11. Agenda Building

- **May 2023-** Mixer Debrief, Budget Update, Update on Teen Services
- **June 2023-**Public Ethics On-Demand Training follow-up.
- **July 2023-** Update from Ad-Hoc Committee on Censorship, Create Ad-Hoc Committee to Draft By-Laws.
- **August 2023-** Recess
- **September 2023-** Special Co-chair Election
- **October 2023**
- **November 2023**
- **December 2023-** Recess, (Mixer 1st Sunday?)

12. Adjournment - Meeting adjourned at 7:51 PM

Respectfully submitted,

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Kere Gonzales, Executive Assistant to the Director