



LIBRARY ADVISORY COMMISSION (LAC) DRAFT MINUTES

Date: January 30, 2023

Recording: http://oakland.granicus.com/MediaPlayer.php?publish_id=c4cdc41d-a63a-11ed-8145-0050569183fa

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 5:33 p.m.

ROLL CALL:

COMMISSIONERS PRESENT: 8

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

COMMISSIONERS ABSENT: 1

Ayushi Roy, Co-Chair

STAFF PRESENT: 2

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

1. Approval of Draft Minutes: November 28, 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 Mary Forte made a motion to approve the minutes as amended. Commissioner Alternier Cook seconded the motion. Commissioner Angelica Valentine abstained. 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. All 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. Quarterly Maintenance Report

Commissioner Mary Forte discussed the most recent maintenance report for the period of July 2019 through December 31, 2022. She presented a comparison summary by branch which showed the number of open tickets had decreased from 294 to 155 in the four-month period since the last maintenance report.

Commissioner Mary Forte also shared the full maintenance report which lists each open ticket for each branch. She encouraged the commissioners to look at the branches they advocate for and discuss with the branch librarians.

Director Turbak reported that there is a new employee, Troy, who is on board and working on the facilities team. With his addition, the team is complete. Staff are reviewing, following up on, and cleaning up tickets.

5. Return to In-Person Meetings

Staff, Kere Gonzales, updated the group that when the governor's emergency order expires on February 28, 2023, the Library Advisory Commission and all other legislative bodies in the City of Oakland will be required to return to in-person meetings. This means that all the of meetings commission and subcommittee meetings starting March 1, 2023, and onward, will be in-person. Kere Gonzales also shared that she had reserved the Bradley Walters room at the Main Library for the meetings.

Next, Kere shared the results of the survey that had been sent in November. The commission was reminded that the survey results were shared as a courtesy; the most recent information and developments from administration is that the return to in-person meetings is mandatory. Kere will continue to share information and developments as they become available.

6. **Get To Know Your Commissioners**

The commission has been meeting virtually for three years. As a result, some commissioners have never met in person and realized they knew very little about one another. This was a space for commissioners to share a little about their backgrounds, how they came to serve on the commission, their connection to the library, and to familiarize themselves with other commissioners.

All commissioners and library staff shared and learned about others.

7. **Director's Update**

Director Jamie Turbak covered the following:

- **Vacancy Report.** As a follow-up to a request at the November meeting regarding a vacancy report, there was a comprehensive vacancy report on the December 20th City Council meeting; it was item S2.30 on page 24 of the published agenda.
- **Webpage.** Kere and Jamie are working on making the meetings easier to find on the City's webpage. They are working with internal Library and city staff to ensure both pages reflect the upcoming meetings and instructions to join.
- **Emergency Operations Center.** OPL participated in "Mass Care and Shelter" during the storm emergency.
- **Budget.** Completed budget exercise for cuts of approximately \$7.1 million for each fiscal year.
- **Bay Area Hip Hop Archive.** OPL partnering with Microphone Mechanics on a collaboration with AAMLO in celebration of the 50th Anniversary of Hip Hop Culture. Launch event is Friday, February 3rd from Noon-2pm.
- **Black Culture Fest.** Events and exhibits throughout OPL in February. Please consider attending to give support.
- **Elmhurst Branch.** Closed starting Saturday, February 11 for approximately one month for construction of additional restroom and HVAC system.
- **Baba's Reading Circle.** OPL partnered with [Dad's Evoking Change](#) to host Baba's Reading Circle at the 81st Ave Branch Library. The event was a powerful experience for fathers in East Oakland reading to and with their children in the library. [Video of the event.](#)
- **MLK Film Festival at AAMLO.** Lots of visitors joined AAMLO's Martin Luther King Film Festival and watched five films inspired by MLK and the Civil Rights

Movement, participated in a children’s activity station including a Community Dream Board and took photos with the MLK sculptor.



- **Slime Day at West.** A fun day experimenting with slime!



- **Elmhurst Branch.** Mama Tyanne, a teacher at Ile Omode School brings her excited 3rd-grade class to return their completed Winter Bingo Cards.



- **Tool Lending Library.** Thanks to a grant of \$19,700 for culturally relevant gardening, Tool Lending Library was able to purchase \$1,000 worth of gardening tools. The grant will also purchase seeds for our seed libraries, support our gardens, create new gardening resources, and support public programs about gardening.



8. Co-Chairperson's Update

Co-chair Carolyn Moskovitz shared that four new commissioners were selected from the December interviews. She also encouraged commissioners to think about taking on a leadership role as the upcoming Co-chair and Vice-chair elections draw near.

9. Standing Committees Updates

Commissioner Angelica Valentine reported that Community Engagement is working towards having an in-person mixer. The mixer will be held in April or May and is being planned with the OPL Advocates. Commissioners should stay tuned for more details.

Commissioner Mary Forte reported that Sustainability met in December for a special meeting. They are still working on developing a survey. They are identifying: the target audience, who will benefit from the survey and what will be included in the survey. The next meeting is in February.

10. Commissioner Advocacy Update

Commissioner Caleb Smith reported an update from the OPL Advocates meeting. There was discussion about the spring mixer and the dates being considered are now in May. He also reported that maintenance of effort letter will be given to councilmembers after they get their briefing and introduction on OPL. This is being done so that the new councilmembers can get up to speed on all of OPL's accomplishments before presenting them with the request.

Commissioner Karen Roye shared the AAMLO had an open house and conversation with the curator which was open to the public. People are appreciative of the beauty and history of AAMLO but also curious about its future. There will be second open house and conversation with the curator coming in the future.

Commissioner Alternier Cook reported the West Oakland Friend's group has suspended their meetings for now as the Chair recovers from an accident. She will report back when the meetings have been resumed.

Commissioner Cristina Tostado reported that Asian Branch has resumed their Cantonese lessons for anyone who wants to learn to speak Cantonese.

11. Agenda Building

- **March 2023-** Audit Update by City Auditor, Letter to Council re: Budget, Life Enrichment Committee Annual Report
- **April 2023-** Review Commissioner Assignments, Update to LAC Ordinance
- **May 2023-** Budget Update, Update on Teen Services
- **June 2023-** Brown Act and Sunshine Ordinance Training

12. Adjournment - Meeting adjourned at 7:30 PM

Respectfully submitted,

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Kere Gonzales, Executive Assistant to the Director