



LIBRARY COMMISSION DRAFT MINUTES

Date: May 20, 2024

Recording: https://oakland.granicus.com/MediaPlayer.php?publish_id=6735731d-1e01-11ef-b231-0050569183fa

Location: Main Library, 125 14th Street, Oakland CA 94612

CALL TO ORDER: Co-Chair Mary Forte called the meeting to order at 5:53 p.m.

ROLL CALL:

COMMISSIONERS PRESENT: 9

Chiye Azuma, Vice-Chair
Alternier Cook
Mary Forte, Co-Chair
Carolyn Moskovitz
Karen Roye
Gabrielle Sloane Law, Co-Chair
Cristina Tostado
Alex Weinberg
Karen Zukor

COMMISSIONERS ABSENT: 2

Bradley Boyd
Brittany Buckmire

STAFF PRESENT: 2

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

1. Roll Call

2. What Are Commissioners Reading?

Co-Chair Mary Forte opened the floor for sharing during the icebreaker. Various commissioners shared what they are reading and details about the materials and the authors.

3. Open Forum/Public Comment

There were no members of the public present.

4. Approval of Draft Minutes: April 29, 2024

Commissioners Mary Forte and Cristina Tostado noted areas of the minutes that needed amendment. Commissioner Chiye Azuma made a motion to approve the minutes as amended. Commissioner Gabrielle Sloane Law seconded the motion. Commissioner Alex Weinberg abstained. All others in favor. Motion approved.

5. Survey From Sustainability Committee

Commissioner Alex Weinberg presented the survey to the commission. The survey is designed to be distributed to library patrons, volunteers, and staff to be taken online or in-person on paper. The survey is designed to elicit feedback about the overall patron experience at various branches which will help commissioners to understand any disparities between branches and where to direct advocacy.

The feedback from commissioners was as follows:

- The survey is clear and easy to understand. Would like to see questions about the collection and programming.
- Is there a way to know whether this has been completed by a youth? There is a question about age but that is optional.
- Perhaps we can modify question 5 to ask for feedback about collection and programming.
- The history of the survey was to focus on facilities. The Sustainability committee was using the maintenance report as a tool and wanted to include the patron experience. The library has other surveys or resources for getting feedback about collections and programming.
- Perhaps the Community Engagement committee can issue a survey about collections and programming.

Commissioner Alex Weinberg will take the feedback back to the ad hoc committee. Next steps will be to determine how to roll the survey out.

6. Quarterly Maintenance Report

Staff Kere Gonzales updated the group on the new distribution of the report: Commissioners will receive a copy of the report for the branch(es) they advocate for alongside the summary so that they may reconcile the two.

The updated report was reviewed for the period ending April 30, 2024. There was a request made to add the priority level of the ticket to the report. Staff will ask about getting the priority of the ticket added.

7. Director's Update

Director Jamie Turbak covered the following:

- Staff have been preparing for the Main closure. About 100 staff are being redeployed throughout the system to various locations. Director Jamie Turbak and staff Kere Gonzales will be located at AAMLO.
- The library is partnering with the Oakland Museum of CA and Children's Fairyland on the Love Our Lake campaign which launches on Saturday, May 25th with a kickoff party. The idea is to bring joy and vitality to Lake Merritt with monthly events through August.

8. Update on West Oakland Branch

Director Turbak gave the following updates on the progress at West Oakland Branch:

- West Oakland Paint Re-stripping
Status: Will be happening in the next week or so.
- West Oakland Roof Leak
Status: There has been no report of any leaking coming from the roof from library staff. Public Works is continuing to monitor the issue.
- Security Camera Installation
Status: Staff have received training on the newly installed cameras.

9. Co-Chairperson's Update

Co-Chair Mary Forte reported the Life Enrichment report is being drafted. She is awaiting data from internal library staff and the audit results. The audit has been pushed and we are awaiting the results.

10. Standing Committee Updates

Sustainability Committee

It was reported that Sustainability Committee did not meet in the month of May and will meet again in June.

Community Engagement Committee

Commissioner Gabrielle Sloane Law reported that Community Engagement committee met and will be soliciting commissioners to join. It was also reported that Commissioner Gabrielle Sloane Law was elected as Chair of the committee.

11. Ad Hoc Committee Updates

Bylaws- The bylaws will be presented to the full commission on agenda in June.

Survey- This item was covered in item 5 of these minutes.

Action Plan (new)- Commissioner Chiye Azuma reported that the ad hoc committee had its first meeting on Saturday, May 18th and will meet every two weeks on Saturday. They have set up a OneDrive and will hold documents in there.

12. Commissioner Advocacy Updates

- Commissioner Karen Roye reported that she and commissioners Alternier Cook and Gabrielle Sloane Law met with the mayor who expressed her support for the library and was very warm and receptive. Commissioner Alternier Cook added that the mayor invited feedback from commissioners on the budget during the meeting.

Commissioner Gabrielle Sloane Law added that the mayor also encouraged commissioners to compile an “add-back” list so that if/when the opportunity arises, they can advocate with their council members to add items back to the budget.

- Director Jamie Turbak will provide a summary of the OPL budget and impacts with commissioners after the mayor’s release.
- Staff Kere Gonzales will prepare a small number of folders for commissioners who want to share with their councilperson.
- Commissioner Mary Forte reported Elmhurst is happy that they finally have a security system. It was also reported that an encampment is starting up again across the street.
- Commissioner Alternier Cook reported that the Friends of Hoover Durant will start the first street corner library on June 14th. They will give away books and will advocate for OPL and for a library in the community. She also thanked Karen Zukor for her donation of tote bags.
- Commissioner Karen Zukor reported that Melrose has upgraded and beautified their outdoor space.

13. Agenda Building

- **June 2024-** Audit Report/Findings, Bylaws Update, LC Meetings at 81st Ave.
- **July 2024-** Feasibility Presentation by Consultant, Introduction of New Commissioners, Safety Manager Update, LEC Report Draft
- **August 2024-** RECESS

14. Adjournment - Meeting adjourned at 7:22 PM

Respectfully submitted,

/ s /

Kere Gonzales, Executive Assistant