

## Library Commission Sustainability Committee-Draft Minutes

**Date:** June 13, 2024

**Call to Order:** The meeting was called to order at 6:11PM by Committee Chair Commissioner Brad Boyd

**Commissioners in Attendance:** Brad Boyd, Mary Forte, Alex Weinberg, Karen Zukor

**Commissioners Absent:** Chiye Azuma, Karen Roye.

### 1. Public Comment/Open Forum

No members of the public were present. Public comment was closed.

### 2. Approval of February Draft Minutes

A motion made by Commissioner Forte, seconded by Commissioner Zukor to approve the minutes. All in favor.

### 3. Next Steps for Survey

The following were outlined as next steps for survey (in chronological order):

- Change the language in Question 5 (Commissioner Alex Weinberg)
- Forward to Kere for OPL staff review.
- Check the language in Questions 7-9 to determine if it is appropriate. (by OPL's Racial Equity Team).
- Review by Director.
- Review by full commission.
- Once approved by commission, translate into other languages (City's Equal Access unit)
- Roll out in paper and online with assistance from Community Engagement Committee.

### 4. Rewrite Objectives for Action Plan

It was decided that this item did not need discussion since the adhoc committee is working on this.

### 5. Discuss Meeting Frequency

Meeting frequency had been a concern because the committee meets in even months. Due to the recesses in August and December, there would only be one meeting in the second half of the year. There was discussion around having a special meeting in September, however, due to the holidays early in the month, it would have pushed the special meeting to late September which is too close to the regularly scheduled October meeting. It was decided that the committee members will look at the 2025 calendar at their October meeting and schedule all of the 2025 meeting dates. The intent is to have regularly scheduled meetings without long gaps between them and the ability to notify the public of the dates as early as possible.

### 6. Agenda Building- 2025 Meeting Dates, Survey Update, Action Plan Sync, Budget Effects on Operations and Maintenance.

### 7. Adjournment-Moved by Commissioner Forte, second by Commissioner Zukor. All in favor. Meeting was adjourned at 6:49 pm.

Respectfully Submitted,  
Kere Gonzales