

Library Commission Community Engagement Committee –Draft Minutes

Date: July 8, 2024

Call to Order: The meeting was called to order at 5:52 PM by Committee Chair Commissioner Gabrielle Sloane Law.

Commissioners in Attendance: Alternier Cook, Gabrielle Sloane Law, Cristina Tostado, Carolyn Jones, Anand Patel.

Commissioners Absent: Brittany Buckmire and Carolyn Moskovitz.

1. Public Comment/Open Forum

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

2. Approval of April 2023 Draft Minutes

Commissioner Alternier Cook made a motion to approve the minutes which was seconded by Commissioner Cristina Tostado. Commissioners Carolyn Jones and Anand Patel abstained. All others in favor.

3. Community Engagement Purpose and Responsibilities

There was much discussion about the history of the Action Plan, how it was previously drafted and the work of the committee. It was suggested that abbreviations avoided in the document so that members of public can understand what they are reading. Ultimately, the Community Engagement purpose statement was not changed because the committee agreed that it was an accurate description.

4. Action Plan

This item was combined with item 3 for purposes of discussion.

5. Communication Plan for Electeds

The following ideas were suggested for communication plan with electeds:

- Provide them an overview of Library services for the branches in their districts.
- Work with them outside of the budget schedule when they have more time to listen and process.
- Build relationships with with them year-round.
- Find and involve the branch Friends' groups in discussions.
- Share meeting agendas/invite them to meetings.
- Start now creating the talking points for the 25-27 budget cycle.
- Create a "tips and tricks" document that can be used by commissioners when attempting to speak with electeds.

6. Messaging for Survey

After staff Kere Gonzales explained where the survey is currently in process, this item was tabled and added to agenda building for the next meeting.

7. Safety Discussion

This item was tabled pending the Safety Manager's commission visit and presentation.

8. Agenda Building

Draft Questions for Safety Manager

Draft Talking Points

Messaging for Survey

9. Meeting Adjournment

Meeting adjourned at 7:06pm.

Respectfully Submitted,
Kere Gonzales