

Library Commission Sustainability Committee-Draft Minutes

Date: January 16, 2025

Call to Order: The meeting was called to order at 6:08 PM by Committee Chair Commissioner Brad Boyd

Commissioners in Attendance: Chiye Azuma, Brad Boyd, Karen Roye, Karen Zukor, Alex Weinberg

Commissioners Absent: none

1. Public Comment/Open Forum

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

2. Approval of October Draft Minutes

A motion made by Commissioner Azuma, seconded by Commissioner Zukor to approve the minutes as amended. Commissioner Weinberg abstained. Commissioner Roye was not present for this portion of the meeting and did not cast a vote. All others in favor and motion approved.

3. Election of Committee Chair

After a brief description of the duties associated with the committee chair, nominations were opened. Commissioner Zukor nominated Commissioner Boyd; he accepted the nomination. There were no other nominations. The votes were cast and all votes were for Commissioner Boyd, except Commissioner Boyd himself abstained. Commissioner Roye made a motion to accept the results of the vote. Commissioner Weinberg seconded the motion. All in favor and Commissioner Boyd was elected as committee chair for 2025.

4. Action Plan- Initiate Actions

Commissioner Azuma introduced the actions which belong to the Sustainability Committee and initiated the discussion regarding starting actions on page 4, objective 3 of the Action Plan. The following was discussed:

- Commissioner Roye updated on her research of the Planning Commission meetings which take place in-person monthly on Wednesdays.
- Commissioners Roye and Azuma will track Planning Commission agendas and notify the committee if there are capital projects items that commissioners should attend for.
- Committee members will rotate attending meetings as needed for the planning commission.
- Kere shared that there will be a General Plan Update at the February full commission meeting.
- Kere will follow up with Khalilah Haynes and get the name of a contact person to Sustainability committee.
- Kere will consult with Director Turbak regarding getting a matrix of open capital projects and statuses of each.
- Commissioner Weinberg is still working on the quarterly maintenance report.

5. Budget Effects on Operations and Maintenance

Commissioner Roye suggested using the quarterly maintenance report to track noticeable slowdowns or stoppages in responses to service requests. Commissioner Weinberg will run the past few summary reports to see if there are notable changes to the number of days tickets have been open.

6. Agenda Building- Capital Projects Tracking, Revisit Action Plan Obj 3 Item 2 (re: QMR, custodial), Action Plan- Initiate Actions.

7. Adjournment-Moved by Commissioner Weinberg, seconded by Commissioner Zukor. All in favor. Meeting was adjourned at 7:05 pm.

Respectfully Submitted,
Kere Gonzales