

Library Commission Sustainability Committee-Draft Minutes

Date: June 10, 2025

Call to Order: The meeting was called to order at 6:01 PM by Staff Kere Gonzales

Commissioners in Attendance: Chiye Azuma, Mary Cain-Simon, Zacharias George, Karen Zukor

Commissioners Absent: Alex Weinberg

1. Public Comment/Open Forum

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

2. Approval of March 2025 Draft Minutes

A motion made by Commissioner Cain-Simon and seconded by Commissioner Azuma to approve the minutes as published. Commissioner Zukor abstained. All others in favor and motion approved.

3. Elect a Committee Chairperson

After a brief description of the duties associated with the committee chair, nominations were opened.

Commissioner Azuma nominated Commissioner Cain-Simon; she accepted the nomination. There were no other nominations. The votes were cast and all votes were for Commissioner Cain-Simon. Commissioner George made a motion to accept the results of the vote. Commissioner Zukor seconded the motion. All in favor and Commissioner Cain-Simon was elected as committee chair for the remainder of 2025.

4. Agenda Building

There was much discussion about the action plan and clarity around how it is described and agendized. At the conclusion of the discussion, it was decided that the agenda building section should contain more detail about the intent of the discussion rather than just the item's title. As such the agenda building for the July meeting is contained below with the intended outcome of the discussion.

Capital Projects Tracking- Who tracks the meetings? Which meetings are tracked? Who speaks when necessary? When are the meetings? Are there meeting notifications?

Action Plan- Review and marks items that are completed. Review and discuss outstanding items.

Quarterly Maintenance Report- How it Works- Commissioner Weinberg to explain how data is generated and analyzed. What does he do when he receives the spreadsheet?

5. Adjournment- Meeting was adjourned at 6:54 pm.

Respectfully Submitted,
Kere Gonzales