

Library Commission Sustainability Committee-Draft Minutes

Date: July 30, 2025

Call to Order: The meeting was called to order at 6:02 PM by _____

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

Commissioners Absent: Alex Weinberg

Staff Absent: Kere Gonzales

1. Roll Call

2. Public Comment: no members of the public were present; public comment closed.

3. Approval of the June 2025 Draft Minutes

A motion was made by Commissioner Cain-Simon to approve the amended minutes with two minor changes (typos pointed out by Commissioner Azuma) and was seconded by Commissioner George. All in favor and motion approved.

4. Capital Projects Tracking

The last Planning Commission meeting was cancelled, and Commissioner Cain-Simon has signed up to receive their updates. The next subcommittee meeting is Sept 8th, on Landmarks. The full Planning Commission will meet on the 10th and 17th of September. Commissioner Cain-Simon will share the dates of the planning commission with the other commissioners by email.

Commissioner Azuma mentioned the usefulness of Calvin Hao's presentation on Monday the 28th. He explained how there are minor and major projects, how they differentiated and how they were funded. Cleaning, for example, is a minor project and electrical upgrades would be major. Hao also said there is a lack of project managers which is what is holding up the start of projects. An example is the Melrose branch which has already received a grant from the state but there isn't enough staff in Public Works to initiate the work. AAMLO and Melrose, for example, are both funded but haven't been started because there is no project manager. Hao mentioned that there were 10 project managers and now there are only five. The positions haven't been frozen – they haven't been filled.

AAMLO is in Carroll Fife's district, and she should be made aware of our advocacy for that branch. For our purposes, Melrose, AAMLO, MLK bike shed, and Brookfield are of the greatest priority.

Hoover Durant and Piedmont studies need to be updated as well; our interest is in terms of where they are.

Discussion centered around whether this committee should throw its interest behind each of the most important projects or whether we should make it clear we want to put focus on what we consider the most pressing. Is it AAMLO or do we want to ask Jamie what she considers to be the most important branch to throw our advocacy on. She can alert this committee as to what are the biggest priorities for OPL.

Commissioner Cain-Simon is going to keep track of the issues brought up at the Planning Commission and this committee will ask Jamie to report on the four major standing items during the director's report as well as status updates on the feasibility studies.

5. Action Plan

The June 2025 version of the Action Plan is being notated by Commissioner Azuma and revisions will be submitted to Kere. Commissioner George will coordinate with Kere re: AAMLO

6. Quarterly Maintenance Report

Commissioner Cain-Simon feels that cleanliness standards in virtually all the branches need to be improved. Commissioner Azuma commented that cleanliness issues are systematic throughout the system. Age of many of the buildings was also noted.

7. Adjournment

Meeting was adjourned at 7:00 p.m.