

OAKLAND CITY COUNCIL

RESOLUTION NO. 70523 C. M. S.

INTRODUCED BY COUNCILMEMBER _____



RESOLUTION APPROVING AND ADOPTING A POLICY AND PROCEDURE FOR DESIGNATING OFFICIAL NAMES FOR LIBRARY FACILITIES AND LIBRARY FUNCTIONAL SPACES IN THE CITY OF OAKLAND

WHEREAS, The Library Advisory Commission of the City of Oakland has conducted a review of the procedure by which the Commission recommends appropriate names for library facilities and library functional spaces in the City of Oakland; and

WHEREAS, the Library Advisory Commission has recommended to the Director of Library Services that an official policy and procedure be established for designating official names for Library facilities and library functional spaces in the city of Oakland; now, therefore be it

RESOLVED: That the City Council herewith approves and adopts the following policy and procedure for naming library facilities and library functional spaces in the City of Oakland:

1. All requests for names received by the City of Oakland from the public shall be transmitted to the Library Advisory Commission through the Library Director, including requests by:
 - a) individuals
 - b) public officials
 - c) clubs, groups or neighborhood organizations
 - d) public bodies or governmental entities
2. The Library Advisory Commission shall review all requests and recommend an appropriate name to the City Council. Special considerations during review by the Commission shall include:
 - a) Geographic Areas
 - geographic area, districts, neighborhoods of the city of Oakland
 - b) Historical Events of Significance
 - which occurred in the City of Oakland
 - which occurred in California

c) Individuals

- who have contributed historically to the development of the community surrounding a branch library;
- who have contributed historically to the development of the City of Oakland;
- of national historical significance whose life work is deemed as valuable and inspirational by the Oakland community;
- who have contributed to the long-range betterment of delivery of library services to a neighborhood community, or to the Oakland community at large, and who is not a City of Oakland staff member;
- who represent themselves or who represent family and estate names, and have participated in the "naming opportunities" fundraising and development procedures as outlined by the Director of Library Services.

3. The City Council shall designate the official name of the park or recreation facility.

I certify that the foregoing is a full, true and correct copy of a Resolution passed by the City Council of the City of Oakland, California.

NOV 02 1993

on _____

CEDA FLOYD

City Clerk and Clerk of the Council

Per _____

Helen Bolden

Deputy

OAKLAND PUBLIC LIBRARY

POLICY AND PROCEDURE FOR NAMING SPACES IN THE LIBRARY AND LIBRARY FACILITIES

It shall be the policy of the Oakland Public Library to provide public naming opportunities for library spaces and facilities. Further, it shall be the policy of the Oakland Public Library to invite community participation in the naming of library spaces and facilities.

All requests for names of library spaces or facilities received by the Oakland Public Library from the public will be submitted in writing to the Director of Library Services and will be transmitted to the Library Advisory Commission. Requests for consideration are encouraged for submission by:

- individuals
- public officials
- neighborhood and community based organizations, clubs, or groups
- incorporated Friends of the Library groups representing individual branch libraries
- Friends of the Oakland Public Library
- the OPL Library Foundation
- public bodies or governmental entities

If the affected library has an established, legally recognized (501(c) nonprofit corporation Friends' group and the request for consideration is made by an individual who is not a Friends' member, the request will be transmitted to the Friends group for review and comment, before being transmitted to the Library Advisory Commission.

REVIEW

The Library Advisory Commission will review all requests in writing. The individual or group making the request will be invited to present this request at the next immediate monthly Commission meeting. If the Library Advisory Commission feels it necessary to obtain more information and community input, the Commission may facilitate an open forum to be located in the impacted community. The Library Advisory Commission will keep the individual or group making the request, informed of the timeline for approval or disapproval.

The Library Advisory Commission shall review all requests and community input and render a decision for City Council consideration via resolution, within 90 days of presentation to the Library Advisory Commission.

CRITERIA

Considerations during review by the Library Advisory Commission will include (not in priority order):

1. Geographic Areas
 - a) geographic area, districts, neighborhoods of the city of Oakland
2. Historical Events of Significance
 - a) which occurred in the City of Oakland
 - b) which occurred in California
3. Individuals
 - a) who have contributed historically to the development of the community surrounding a branch library
 - b) who have contributed historically to the development of the City of Oakland
 - c) of national historical significance whose life work is deemed as valuable and inspirational by the Oakland community
 - d) who have contributed to the long-range betterment of delivery of library services to a neighborhood community or to the Oakland community at large, and who is not a City of Oakland staff member.
 - e) who represent themselves or who represent family and estate names, and have participated in the "naming opportunities" fundraising and development procedures as outlined by Library Foundation staff.

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OAKLAND PUBLIC LIBRARY
NAMING OPPORTUNITIES--REQUEST FOR CONSIDERATION

Date _____ Location of facility/space _____

Current name in use _____

Proposed Name _____

Request Submitted By: _____
(Name/Address)

The proposed name meets the following Library Naming Guideline:

- ☐ The name of geographic area, district, or neighborhood of Oakland.
- ☐ An historical event which occurred in Oakland or California.
- ☐ An individual who:
 - ☐ has contributed historically to the development of the community surrounding the library in question.
☐ Biography attached
 - ☐ has contributed historically to the development of Oakland.
☐ Biography attached
 - ☐ is of national historical significance and whose work is deemed valuable and inspirational by the Oakland community.
☐ Biography attached
 - ☐ has contributed to the long-range betterment of delivery of library services to Oakland or an Oakland neighborhood.
☐ Biography attached
 - ☐ represents self or who represents family and estate names, and have participated in Library "naming opportunities" fund raising and development.
☐ Biography attached

APPROVED FOR FORWARDING TO THE LIBRARY COMMISSION:

Director of Library Services

Date

RECOMMENDATION OF THE LIBRARY COMMISSION: ☐ Approve ☐ Reject

Commission Chairperson

Date