

CITY OF OAKLAND
AGENDA REPORT

FILED
OFFICE OF THE CITY CLERK
OAKLAND
2008 MAY 29 PM 3:22

TO: Office of the City Administrator
ATTN: Deborah Edgerly, City Administrator
FROM: Oakland Public Library
DATE: June 10, 2008

RE: Ordinance to Amend Ordinance No. 8064 C.M.S., to Change the Frequency of Meetings to be Held by the Library Advisory Commission

SUMMARY

This amendment to the ordinance establishing the Library Advisory Commission requests that the requirement that the Commission meet monthly be changed to allow the Commission to meet every other month (bimonthly or six times per year).

The Library Advisory Commission (LAC) provides community input to the Oakland Public Library (OPL), and by law, reviews the expenditures of Measure Q (Library Services Retention and Enhancement Act) funds. During the 2005-06 calendar year, the Commission Chairperson, Tracey Scott, often struggled to obtain a quorum. The change to bi-monthly meetings will permit the Commission to better attend to its business.

Due to the above, the Commissioners unanimously approved a motion at their February 2008 meeting to meet bimonthly (every other month) to evaluate whether this arrangement would assist in achieving consecutive quorums and allow better attention to the Commission's business. As a result of a bi-monthly meeting, the Commissioners believe this change will allow for a fuller agenda, permit staff to provide a higher quality of reports, more in-depth analysis, and to spend more time in discussion of issues relevant to the community, especially as it relates to oversight of expenditure of Measure Q.

FISCAL IMPACT

There is no fiscal impact.

BACKGROUND

In 1969, the Library Advisory Commission was created by ordinance (8064 C.M.S.) of the City Council and was conceived to "study, investigate and research into such matters" as they relate to the Oakland Public Library and to make reports and recommendations as a result of the investigations. At that time, the ordinance specified that the Commission was to "consist of

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seven members” and that “[f]our Commissioners shall constitute a quorum.” Additionally, the Commission was directed by ordinance to meet “at least once each month in the Main Library.” In 1994, the ordinance was amended (11730 C.M.S.) to:

- Bring the Commission into compliance with the City’s uniform requirements regarding boards and commissions;
- Expand the membership and the geographic and cultural diversity of the Commission from seven to fifteen members;
- Establish the process of appointment to and composition of the Library Advisory Commission with limits of terms; and
- Establish a quorum as eight members, based on the expansion to fifteen members.

During the ensuing years, it has not always been effortless to keep Commission members involved and active participants on the Library Advisory Commission. Over a period of time, a small core group continued to meet monthly and perform their role. In some cases, term expirations went unobserved and the Commission would often fail to have a quorum.

In 2001, the new Chair of the Commission, Tracey Scott, became very involved in engaging the current membership and in the recruitment of new members onto the Commission. New membership included a college president, a technology company executive, several business owners and neighborhood representatives. With busy Commission members’ time constraints and the continued inability to keep a quorum, it became obvious that the frequency of the meetings needed to be changed.

KEY ISSUES AND IMPACTS

The change to 6 meetings per year, every-other-month, will have a positive impact for the public, Commission and staff. The public can be assured that the business of the Commission will be conducted; the Commission will be assured of regularly achieving a quorum, and active and engaged members; and staff will be assured that the reports prepared for the Commission will be of a more thorough and comprehensive manner. Additionally, the bimonthly schedule allows time for both Commission and staff to follow-up on outstanding items which require resolution.

SUSTAINABLE OPPORTUNITIES

The change to a bimonthly schedule for the Library Advisory Commission does not provide direct economic or environmental opportunities; however, it might be argued that by reducing the number of meetings to six, based on a full fifteen person membership potential attendance, the number of vehicle miles driven will be reduced by half with subsequent positive environmental reductions.

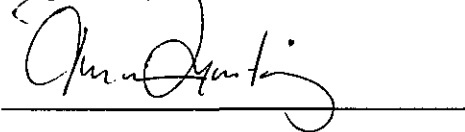
DISABILITY AND SENIOR CITIZEN ACCESS

The change to a bimonthly schedule for the Library Advisory Commission does not have direct impacts on disabled and senior citizen access. All of the Oakland Public Library's facilities are ADA accessible.

RECOMMENDATION AND RATIONALE

Staff recommends that the City Council approve the Ordinance to amend Ordinance No. 8064 C.M.S.

Respectfully submitted,



Carmen L. Martínez
Library Director

Prepared by:
Gerard G. Garzón
Associate Director

APPROVED AND FORWARDED TO THE
LIFE ENRICHMENT COMMITTEE



OFFICE OF THE CITY ADMINISTRATOR

INTRODUCED BY COUNCILMEMBER _____

OFFICE OF THE CITY CLERK
OAKLAND

APPROVED AS TO FORM AND LEGALITY

2008 MAY 29 PM 3:22


CITY ATTORNEY

ORDINANCE NO. _____ C.M.S.

ORDINANCE TO AMEND ORDINANCE, NO. 8064 C.M.S., TO CHANGE THE FREQUENCY OF MEETINGS TO BE HELD BY THE LIBRARY ADVISORY COMMISSION

WHEREAS, the Library Advisory Commission was established by the City Council of the City of Oakland on November 13, 1969, by Ordinance No. 3064 C.M.S., for the purpose of studying, investigating and researching matters, and making policy recommendations as directed by the City Manager or city council; and,

WHEREAS, Ordinance No. 3064 C.M.S. requires the Library Advisory Commission to meet at least once every month; and,

WHEREAS, the membership of the Library Advisory Commission met on February 25, 2008, and discussed its inability to take action on agenda items due to the lack of a quorum at several prior meetings; and,

WHEREAS, after discussion, it was moved and unanimously approved by the Library Advisory Commission membership that the frequency of its meetings should be reduced from meeting every month to meeting every other month. The membership desires to have a total of six (6) meetings per year instead of the currently required twelve (12) meetings per year; and,

WHEREAS, this amendment and change will permit the Library Advisory Commission to review larger agendas and therefore be able to take action on more agenda items, now therefore

THE COUNCIL OF THE CITY OF OAKLAND DOES ORDAIN AS FOLLOWS:

SECTION 1: The Oakland Ordinance No. 8064 C.M.S., establishing the Library Advisory Commission, is hereby amended to add, delete, or modify sections as set forth below; additions are indicated by underscoring and deletions are indicated by ~~strike through type~~.

SECTION IV (c)

Each year at its first regular meeting in July, the Commission shall elect a chairman and a vice chairman from amongst its members. The Commission shall meet at least once

~~each month~~ at least once every other month in the Main Library, 125-14th Street, Oakland, at an established time suitable for its purpose. Such meetings shall be designated regular meetings. Meetings called by the Mayor or City Manager, and meetings scheduled for a time or place other than for regular meetings, shall be designated special meetings. Written notice of special meetings shall be given to the Commission members, the Council, and the public press at least twenty-four hours before the meeting is scheduled to convene.

SECTION 2: Severability: If any article, section subsection, sentence, clause or phrase of this ordinance is held to be invalid or unconstitutional, the offending portion shall be severed and shall not affect the validity of remaining portions that shall remain in full force and effect.

SECTION 3: Effective Date: This ordinance shall become effective immediately on final adoption if it receives six or more affirmative votes; otherwise it shall become effective the seventh day after final adoption.

IN COUNCIL, OAKLAND, CALIFORNIA, (DATE), 20(YEAR)

PASSED BY THE FOLLOWING VOTE:

AYES- BROOKS, BRUNNER, CHANG, KERNIGHAN, NADEL, QUAN, REID
AND PRESIDENT DE LA FUENTE

NOES-

ABSENT-

ABSTENTION-

ATTEST: _____

LATONDA SIMMONS
City Clerk and Clerk of the Council
of the City of Oakland, California