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OAKLAND

2013 APR -3 PM 2:11

Letter of Nomination

April 2, 2013

The Honorable City Council
One City Hall Plaza, Second Floor
Oakland, CA 94612

Dear President Kernighan and members of the City Council:

Pursuant to City Charter section 601, the Mayor, hereby appoints the following person as a member of the following Board or Commission, subject to the City Council's confirmation:

LIBRARY ADVISORY COMMISSION

Aln Bailey Mayoral appointment to serve the term beginning September 14, 2011 and ending September 13, 2014, filling the seat previously held by Muhammed Alabi.

Thank you for your assistance in this matter.

Sincerely,

Jean Quan
Mayor

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APPROVED FOR FORM AND LEGALITY

DRAFT

CITY ATTORNEY

OAKLAND CITY COUNCIL

RESOLUTION No. _____ C.M.S.

**RESOLUTION CONFIRMING THE MAYOR'S APPOINTMENT OF
AIN BAILEY AS A MEMBER OF THE LIBRARY ADVISORY COMMISSION**

WHEREAS, Section 601 of the City Charter provides that members of City boards and commissions shall be appointed by the Mayor subject to confirmation by the affirmative vote of five members of the City Council; and

WHEREAS, Ordinance No. 8064 C.M.S, adopted November 13, 1969 and amended by Ordinance No. 11730 C.M.S., adopted July 26, 1994, establishes the Library Advisory Commission to advise and make recommendations on the operation and future development of the library system and to act as a liaison between the Library Department and the Mayor and City Council; and

WHEREAS, the Library Advisory Commission consists of fifteen (15) members serving not more than two consecutive three year terms; and

WHEREAS, the Honorable Mayor Jean Quan as appointed Ain Bailey to serve a three year term subject to confirmation by the City Council; now therefore be it

RESOLVED, that pursuant to City Charter section 601, the City Council hereby confirms the Mayor's appointment of Ain Bailey to the Library Advisory Commission for a three year term beginning September 14, 2011 and ending September 13, 2014, filling the seat previously held by Muhammed Alabi..

IN COUNCIL, OAKLAND, CALIFORNIA,
PASSED BY THE FOLLOWING VOTE:

AYES - KALB, PRESIDENT KERNIGHAN, GIBSON MCELHANEY, SCHAAF, GALLO,
BROOKS, REID AND KAPLAN

NOES-

ABSENT-

ABSTENTIONS-

ATTEST:

LATONDA SIMMONS
City Clerk

Ain Bailey

Program Analyst/Special Assistant to Department Head

Oakland, CA

Special Assistant to the Director of the Office of Neighborhood Investment
City of Oakland, CA - Office of Neighborhood Investment

2008-Present

- Identify, develop, and plan the Director's Office initiatives and special projects, many of which involve extensive research, inter-departmental collaboration, program development and event planning.
- Manage the Façade and Tenant Improvement Program; includes budget oversight of over \$10 million in funds, the development of new program processes and procedures; and management of program staff and local architect contracts.
- Manage the Office of Neighborhood Investment website, which includes managing website development, creating website copy, approving agency data revisions and the coordination of staff input.
- Managed the Redeveloping Oakland newsletter, a quarterly publication; responsible for project budget, thematic, editorial and visual content along with supervision of a contracted writer and an internal graphic designer.

MAC Cosmetics

Atlanta, GA/ New York, NY

2002-2008

Management Team Member/Product Specialist

- Increased sales at location by 33% through the development and implementation of in-store consumer events and customer outreach as the Product Specialist program manager.
- Facilitated training in the region, providing staff with product knowledge, certification skills, and revenue and customer relationship building skills.
- Consistently exceeded personal sales goals, generally making 175% of total sales goal.

Guardian Life Insurance Company

New York, NY

2001 - 2002

Assistant to the Director of Communications

- Managed the research and development of original programming, curriculum and marketing materials for the Girls Going Places Financial Literacy Program
- Traveled and presented the program nationally at La Raza, NABJ and the Miss Teen USA pageant, Salt Lake City while also customizing and training subsidiaries in those regions.

EDUCATION

Master of Public Administration

Baruch College (CUNY)

New York, NY

National Urban Fellow

Graduation: 2009, Magna Cum Laude

Bachelor of Arts – English

Spelman College

Atlanta, GA

Graduation: May 2002

SKILLS

Highly proficient in Microsoft Office Suite and iWork Suite; Proficient in Oracle, Adobe Illustrator & Photoshop and website content management systems.