



**Minutes of the
ALAMEDA FREE LIBRARY BOARD MEETING
September 8, 2010**

The regular meeting of the Alameda Free Library Board was called to order at 6:01 p.m.

ROLL CALL

Present: Mike Hartigan, President
Suzanne Whyte, Vice President
Catherine Atkin, Board Member
Gail Wetzork, Board Member

Absent: None

Staff: Jane Chisaki, Library Director
Marsha Merrick, Recording Secretary

CONSENT CALENDAR

An asterisk indicates items so accepted or approved on the Consent Calendar.

- A. *Report from the Library Director Highlighting Activities for the Months of August and September 2010. Accepted.
- B. *Draft Minutes of the Regular Library Board Meeting of July 14, 2010. Approved.
- C. *Library Services Reports for the Months of June and July 2010. Accepted.
- D. *Financial Reports Reflecting FY10 Expenditures by Fund for July and August 2010. Accepted.
- E. *Bills for Ratification for the Months of July and August 2010. Approved.

President Hartigan asked why there were no budget dollars in the individual line items; the Finance Department has not dropped them in yet. Hartigan then asked why the payroll dollars looked so out-of-whack from one month to the next, almost tripling these expenditures from July to August. Staff will talk with Finance to see what happened and report back at the next meeting.

Vice President Whyte asked how the book machine was doing. Director Chisaki said it had been having some issues which the company in Germany fixed, and testing continues. The Library does not yet have the software that will alert us if the machine is down, but that is coming.

Board Member Atkin proclaimed the End of Summer Reading Ceremony a great success, and thanked Vice President Whyte for her eloquent remarks. President Hartigan said this is the first time in 8-9 years that he has missed it.

President Hartigan asked for a motion to accept the Consent Calendar as presented. Member Wetzork so moved; Member Atkin seconded the motion which carried by a 4-0 vote.

ORAL COMMUNICATIONS, NON-AGENDA (Public Comment)

Honora Murphy was in attendance as the liaison for the Friends of the Library, and said she was very glad to be there.

UNFINISHED BUSINESS

A. Neighborhood Library Improvement Project (G. Wetzork)

Director Chisaki will be attending the punch list meeting at the West End the next day, and everything is on schedule for the grand re-opening. Supervising Librarian Arta Benzie-Youssef will request money from the Friends to fund a banner, refreshments and children's performer for the occasion. Invitations for this October 26 event are going out soon. Furniture will start to arrive around the end of September or early October, and the IT equipment will go in as soon as the furniture is installed. Staff is now packing up the Bay Farm Island branch.

Director Chisaki believes the project to still be on budget, but President Hartigan urged a proactive approach and recommended that we get an update on where it stands, so there are no surprises. Any excess money that may be left is planned for landscaping at the West End.

NEW BUSINESS

A. Alameda Free Library Foundation (J. Chisaki)

The Foundation website is being updated, and tickets for the Live @ the Library concert series can be purchased on-line at Brown Paper Tickets. Kelly Park will do the lighting for the shows. Having sponsors this year has been great. A children's concert will be held in the spring and is being underwritten by Wells Fargo. Items have been selected to put on the donor list for naming opportunities.

B. Friends of the Alameda Free Library (H. Murphy)

Honora Murphy reported that the Friday Night Flights held at Angela's had been quite a success and had raised about \$900. There will be a docent program held on October 12 that will cover post-impressionism artwork. The Friends book sale will be held October 15, 16 and 17 at the O'Club on Alameda Point. Murphy said the Friends President, Kris Matarrese is very energetic and doing a good job. Murphy had gone to the opening of the book machine, and Marc Lambert mentioned that it was nice it was located so close to a bus stop.

President Hartigan expressed a big thank-you to the Friends for all they do for the Library.

C. Patron Suggestions/Comments (Speak-Outs) and Library Director's Response

An avid library user with mobility issues suggests getting walker carts like the ones that are available at the Berkeley library. Staff contacted Berkeley and found that usage of the carts is very low, and at this time we can't afford to purchase them.

LIBRARY BOARD COMMUNICATIONS

President Hartigan had been in Boston and got a nice tour of their Public Library. They have a great volunteer program there, and give tours 1-2 times daily. They also have fallen upon poor budget times and are going to increase the size of their board from 9-13 members so they can be in charge of fundraising efforts. Hartigan also paid a visit to the Library of Congress.

DIRECTOR'S COMMENTS

Director Chisaki handed out nametags for the Board to wear at events they attend such as the End of Summer Reading program and the branch grand re-openings. Before the end of the year, Chisaki plans to bring an update of the behavior policy before the board for their approval. Some people have been asked to leave recently and the Library would like to have firmer ground to stand on to enforce the policy. Everyone is welcome, but they have to follow the rules. Donations have been arriving in memory of Herbert Lewin who was one of our homebound patrons that recently passed away. Chisaki informed the Board that member Kristie Perkins had resigned, but she has someone on the line to fill her place.

ADJOURNMENT

President Hartigan adjourned the meeting at 6:51 p.m.

Respectfully submitted, \



Jane Chisaki, Library Director and
Secretary to the Alameda Free Library Board