



**DRAFT MINUTES OF THE
ALAMEDA FREE LIBRARY BOARD MEETING
WEDNESDAY, MARCH 9, 2016**

The regular meeting of the Alameda Free Library Board was called to order at 6:10 p.m.

ROLL CALL

Present: Catherine Atkin, President
Kathleen Kearney, Board Member
Nancy Lewis, Board Member
Suzanne Whyte, Vice President

Absent: Gertrude Woods, Board Member

Staff: Jane Chisaki, Library Director
Lori Amaya, Recording Secretary

ORAL COMMUNICATIONS, AGENDA (Public Comment)

None.

CONSENT CALENDAR

An asterisk indicates items so enacted or approved on the Consent Calendar

- *A. Report from the Library Director Highlighting Activities for the Months of January and February 2016.
- *B. Draft Minutes of the Regular Library Board Meeting of January 13, 2016.
- *C. Library Services Report for the Months of December 2015 and January 2016.
- *D. Financial Report Reflecting FY15/16 Expenditures by Fund for January and February 2016.
- *E. Bills for Ratification for the Month of January and February 2016.

Director Chisaki informed the Board that the new City Manager started on Monday and has more than 25 years of experience in the public sector. She is coming to us by way of Moraga as their Town Manager. The City also hired a new IT Director that has been charged with creating a new strategic plan for the City's technology. She is looking at the technology in place to see what is working and what is not. A

new HR Director was hired after having no director for 1.5 years. There are a lot of new faces at City Hall.

The computers at the Library have been changed to the desktop versions. There have been no complaints. The servers have been upgraded and all three Library locations are now on a faster internet connection.

Libraries Outside program is going well. The following continues to grow. There are ads up in various places to reach more people. Next week Patrick Russi from ARPD will be giving a talk about Alameda Parks and the many services that are offered. The Library may be adding a tool lending library outside Jean Sweeney Park near. Since there will be a community garden in the park, the lending library will start with gardening tools.

Boys and Girls department is doing well. School Resource Services Liaison, Hillary Ake, has accepted a position in San Francisco and Sarah Burkey has been hired as her replacement.

The Library is interviewing for Teen Librarian at the end of the month. Forty applications have been received and 10 will be interviewed.

The chair legs in the café have been replaced with wheel casters. They are sturdier and will not scratch the floor.

Marlon Romero is doing a terrific job with the ILS procurement. Vendor demonstrations concluded today and on-site visits will be scheduled. A selection will be made by end of March and Marlon will meet with the Board to explain the selection. He has created charts and graphs to easily explain the data collected. He is on schedule and the process is moving smoothly.

Sue Mark is getting organized in preparation for her leave. Amy Prevedel will step in and become a part time City employee when sue is gone.

Board Member Kearney moved to approve the Consent Calendar. Board Member Whyte seconded the motion, which passed with a 4-0 vote.

UNFINISHED BUSINESS

A. None

NEW BUSINESS

A. Welcome and Introduction of new Liaison: Susan Deutsch, Commissioner on the Commission for Disability Issues (J. Chisaki, S. Deutsch)

None.

B. Discussion and Adoption of new “Board Games & Jigsaw Puzzles Policy” (E. Volin)

Supervising Librarian, Eva Volin, explained to the Board that tabletop gaming is a growing trend in libraries. It is a branch of entertainment that fits within the Library’s mission as it fosters community. Games invite others to engage with one another, and promotes critical thinking and problem solving skills. Eva proposed that the Library’s game collection start with tabletop games and jigsaw puzzles. President Atkin asked if Patrons have to check out the game if they are playing here and not taking it home. Eva explained that they would need to check it to have accountability. Board Member Lewis asked about missing pieces. Eva explained that there are many ways to acquire small replacement pieces. Patrons will check out and return games in the Children’s Department. Vice President Whyte moved to approve the policy and move forward with the game collection and Board Member Lewis seconded the motion, which passed with a 4-0 vote.

C. Status of Ethics Training (J. Chisaki)

Currently in progress. Some have turned in and some are still working on completing them.

D. Friends of the Alameda Free Library / Alameda Free Library Foundation (J. Chisaki)

Merge meetings continue. The Alameda Free Library Foundation name will go away and it the new group will be known as the Friends of the Alameda Free Library. The café is hosting a Café Volunteer Luncheon on April 12 to thank the café volunteers for their years of service. There is a joint committee working on the 10 year anniversary party. The celebration will be on Saturday, November 5. There will be activities throughout the day and there will be an exhibit of artifacts in the Family Study Room. For the anniversary, the Friends will raise \$10,000 and the Library will purchase large flat screens for the three locations to advertise Library programs. Sunday, November 6 there will be a concert at Rhythmix Cultural Works. It will take the place of the November concert in the series.

E. Patron Suggestions/Comments (Speak-Outs) and Library Director’s Response

None.

LIBRARY BOARD COMMUNICATIONS

Board Member Kearney commented that she saw two children reading library program posters that were placed at a lower height, suggested posting items lower to make it easier for children to read. Director Chisaki explained that there are currently items at lower levels in the Children’s department.

Vice President Whyte commented that she saw someone using the bike repair station on her way into the building. Director Chisaki mentioned that someone brought up the fact that the arm of station does not meet ADA standards and is a hazard to the blind. After some research, Director Chisaki was informed that the arm is ADA compliant because it is less than 12". She also commented that other libraries that have had their stations for years haven't had any issues. May 18 is Bike to Work Day and will be the official launch of the bike repair station. Refreshments will be offered to bikers.

Board Member Lewis asked if the libraries are closed on Staff Development Day. Director Chisaki explained that the Library closes on Cesar Chavez Day in the spring and Columbus Day in the fall. The City manager will attend the March meeting.

DIRECTOR'S COMMENTS

Director Chisaki informed the Board that the State Library has discretionary funding and is looking for recommendations and the lead project is to create student ID cards that are also library cards. This would give the students access to databases and eBooks. The State Library will need to coordinate with the school districts to get this done. It is currently being done in San Francisco and in smaller school districts and libraries.

ORAL COMMUNICATIONS, NON-AGENDA GENERAL

None

ADJOURNMENT

The meeting was adjourned at 7:10 p.m.

Respectfully submitted,

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