



**MINUTES OF THE
ALAMEDA FREE LIBRARY BOARD MEETING
WEDNESDAY, SEPTEMBER 10, 2014**

The regular meeting of the Alameda Free Library Board was called to order at 6:00 p.m.

ROLL CALL

Present: Catherine Atkin, President
Suzanne Whyte, Vice President
Michael Hartigan, Board Member
Nancy Lewis, Board Member
Gail Wetzork, Board Member

Absent: None

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 July and August 2014.
- *B. Draft Minutes of the Regular Library Board Meeting of July 9, 2014.
- *C. Library Services Report for the Months of June 2014 and July 2014.
- *D. Financial Report Reflecting FY14 Expenditures by Fund for July and August 2014.
- *E. Bills for Ratification for the Month of July and August 2014.

Director Chisaki reported that the Library has received a grant to purchase a Book Bike. The order has been placed and will be assembled in Philadelphia. Staff will load up the bike with reading material appropriate for the destination and ride to various events and venues to issue library cards and check out material.

The bike is expected to be shipped in two boxes via Amtrak. Alameda Police Department has agreed to store the bike in their garage.

Director Chisaki is thinking of fundraising ideas to obtain the miscellaneous items needed for the bike. One idea is to have artists create designs on City of Alameda surplus chairs and sell or auction them off. The funds generated would be used to pay for a wireless hot spot for the bike.

The California Reads program is moving forward with an upcoming dramatic reading. There will be another program in October.

The Bridges of Honor grant allows seniors to pair up with teens to tell their story and have it archived. Teens will gain job skills, multimedia use, and digital editing experience. The grant money will purchase the necessary equipment and software. The program has been pushed back one month due to the trainer's unavailability.

Banned Books Week is coming. The Library has challenged other city departments to put together groups or sign up individually to read out loud. The Mayor and Vice Mayor have already signed up. Readers can choose any banned or challenged book for reading. Photos will be taken of the readers.

Summer Reading went well and had the largest number of participants in the children's program ever.

There was a performance measures training today. The official launch is in January with reporting to the City Council in two years, which will lead into the 2016 budget process.

There were no changes to the draft minutes of the July 9, 2014 Library Board Meeting.

Board member Hartigan asked how the book machine at Alameda Point is doing. Director Chisaki said it is working, but the remote access piece is not working, and the counts are not accurate. Jane will have staff look into finding a solution. There were no other questions regarding the Library Services Reports.

Board member Lewis moved to approve the Consent Calendar. Vice President Whyte seconded the motion, which passed with a 5-0 vote.

UNFINISHED BUSINESS

A. Public Internet Work Stations/Wrap-up Report (J. Chisaki)

The upgrade is complete and was successful in addressing the major complaints. Aside from a few minor tweaks, the patrons are happy. There is increased speed, and the ability to save items to desktop and memory stick. The upgrade has also improved the reservation system. President Atkin asked Director Chisaki to thank David Boxton for his work on the project.

B. Library Internet Use Policy (J. Chisaki)

There were no questions or comments. Vice President Whyte moved to adopt the Library Internet Use Policy. Board member Hartigan seconded the motion, which passed with a 5-0 vote.

NEW BUSINESS

A. Donation of Photomontage for the West End Library (J. Chisaki)

A photo montage by artist, Deborah Griffin, was donated by a part time staff person to be displayed at the West End Library. Director Chisaki brought the photomontage to the Board since there is no current art donation policy. Board member Hartigan asked about the previous work on the draft policy by the Art Committee. Board member Wetzork suggested the donation of the photomontage and the art donation policy are two separate items. The Board agreed that a decision should not be made on whether to accept the donation until a policy is in place. Director Chisaki will provide a draft policy for the Art Committee to develop as a starting point. If the Art Committee declines to comment on an art donation policy, the Board will move forward to draft a policy without the committee's input. A status report from the Art Committee will be expected by the November 2014 Library Board meeting.

President Atkin left the meeting at 6:45 p.m.

B. Integrated Library System (ILS) Procurement Process (J. Chisaki)

Four of the seven vendors came to the library to do presentations on their systems. Outside libraries were invited and asked to give feedback. Library staff was in attendance as well. Site visits were done to see the systems in operation. David Hall will put together all the feedback and provide Director Chisaki with his recommendation. Director Chisaki may suspend the procurement process.

C. Alameda Free Library Foundation (J. Chisaki)

The Foundation is working on the upcoming concerts. They are less than \$3000 away from the \$50,000 goal of the 2015 campaign, and are already thinking about the next campaign. Staff will brainstorm for ideas on how to use the funds for the next campaign. The Foundation is taking the lead on merging the Foundation and Friends of the Library.

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

The Friends book sale is coming up. They are talking about the merger with the Foundation, but they are not as comfortable with the idea of the merge. There is discussion whether both groups will be dissolved, with the creation of one new group, or if one group will dissolve and moving everything over to the remaining group. It could take up to three years to complete this merger.

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

A patron listened to Skulduggery Pleasant by Derek Landy and suggested purchasing the rest of the series on CD. The response to the patron informed him that the rest of the series is not available in audio format, and will keep an eye out in case that changes.

LIBRARY BOARD COMMUNICATIONS

None.

DIRECTOR'S COMMENTS

None.

ORAL COMMUNICATIONS, NON-AGENDA GENERAL

None.

ADJOURNMENT

The meeting was adjourned at 6:59 p.m.

Respectfully submitted,

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