



**Minutes of the
ALAMEDA FREE LIBRARY BOARD MEETING
September 12, 2007**

The regular meeting of the Alameda Free Library Board was called to order at 7:04 p.m.

ROLL CALL

Present: Leslie Krongold, President
Ruth Belikove, Board Member
Alan Mitchell, Board Member
Mike Hartigan, Board Member

Absent: Karen Butter, Vice President

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

CONSENT CALENDAR

An asterisk indicates items so enacted and adopted on the Consent Calendar.

- A. *Report from Library Director highlighting Library Department activities for the month of September 2007. Accepted.
- B. *Draft Minutes of the Regular Library Board meeting of August 8, 2007. Approved.
- C. *Library Services Report for the month of July 2007. Accepted.
- D. *Report from Finance Department reflecting FY 2006-07 Library expenditures (by fund) through August 2007. Accepted.
- E. *Bills for ratification. Approved.

Board Member Mitchell asked for clarification on the weight of the alligator at the End of Summer Reading Program Celebration, as it was stated to be 150 pounds in the board letter. The actual weight was 103 pounds.

President Krongold had not received the flyer for Friday Night Flights at Angela's restaurant, but had sent out e-mails to everyone she knew in Alameda to encourage them to go by and support the Library. Recording Secretary Merrick had attended the previous Friday evening, and shared that it seemed to be a great success already.

President Krongold questioned the definition of a special program which is shown on the Library Services Report. Director Chisaki indicated this would be something sponsored by the Library, and outside of any on-going regular programs. As an example, the Ann Miller Muir Silent Auction recently hosted by the Foundation was not considered to be a special program for reporting purposes. Krongold continued with a question on meeting rooms – would it be a different cost if you booked both rooms A/B as opposed to just A or B. Chisaki explained that we do not charge extra if the party uses the rooms in a combined form, but if the Board is interested, a change could be considered.

Member Mitchell asked why the West End and Bay Farm counts were decreasing, and Director Chisaki believes that the patrons are now coming to the Main. This assumption is supported by the increased branch run loads that come back to the Main from West End and Bay Farm Island.

President Krongold had noticed in the draft of the last meeting's minutes, Director Chisaki was going to update the Board on a couple of items: the green touch screen kiosk, smoking ordinance and smoke detectors. Director Chisaki had no new information to share on the green touch screen; however, the Public Works Department had given her a variety of pre-made no-smoking signs to look over. None of them were quite appropriate, so Chisaki is still working on this issue. As far as the smoke detector count, Chisaki needs to get in touch with the electrician who worked on the building as he can draw out plans to show exactly where the smoke detectors are located. This same electrician will also be installing the plug for the Café sign.

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

ORAL COMMUNICATIONS, NON-AGENDA (Public Comment)

There was no public comment and Director Chisaki took the opportunity to mention that Friends President Dorothy Fullerton had been invited to attend the Board meeting, but didn't show. Chisaki wondered if it was a requirement that a Friends representative actually attend meetings. President Krongold said that when Honora Murphy was their President (prior to Molly Skeen's tenure), she attended meetings, however, Krongold did not know if it was mandatory or not.

UNFINISHED BUSINESS

A. Art Exhibit Committee Member Selection (R. Belikove)

Board Member Belikove reported on the interviews she had held with Supervisor David Hall for Art Committee Member selections. All the candidates had been very good, each bringing something different to the table, so it was agreed that all would be accepted to sit on the committee. Belikove and Hall had also met with Pat Colburn who conceived the Webster Street Art Gallery, in hopes of getting ideas as well as perhaps securing their art display cases, hangers and other materials. Ms. Colburn indicated that a call should be made to Carol Burnett, President of the Alameda Art Association, to talk about these supplies.

Belikove talked about bringing in other people to act as consultants which was agreed upon, as long as they would not actually be committee members and would not have voting rights. Belikove was also interested in expanding the committee size and some discussion ensued on the difficulties of managing a larger group. There is a plan to put together some basic rules to go by, and one could be that if you are not present at the meetings, you don't get to vote. In the end, it was decided that the committee size could not go any larger than 9 members.

NEW BUSINESS

A. Alameda Free Library Foundation (A. Mitchell)

There was no August Foundation meeting, but Director Chisaki shared the final results of the Ann Miller Muir Silent Auction. After the final check came in, the amount raised came to \$24,338.50. Artist Michael Carey is in the process of re-sketching both the standing statue for the lobby and the trellis for the children's area, to scale them down a bit. Consultant Regina Almaguer is working on the contractor agreement now.

B. Friends of the Alameda Free Library (D. Fullerton)

Director Chisaki is looking into where the Friends have the Ella Mae Waterbury money so it can be hooked up with the recent Archie Waterbury gift and managed by the Foundation. There will be about \$15,000 total, designated for children's materials. The Friend's Book Sale is coming up October 19, 20 and 21 at the O'Club on Alameda Point. There was some concern expressed that with the passing of Archie Waterbury, the Firefighters might not be available to help move the books, but Chisaki thinks someone only needs to contact the Firefighters Association directly and put in a request. The Café will partner with the Library to sell refreshments during the "*Hollywood Librarian*" screening.

C. Alameda Free Library Newsletter (M. Merrick)

Recording Secretary Merrick said that she had handed off the newsletter to Supervising Librarian Annemarie Meyer. After ten-minutes of training, Ms. Meyer felt comfortable enough to go it alone, and had produced the latest edition. Ms. Meyer plans to release new editions going forward on the 4th Monday of each month.

D. Patron suggestions/comments (Speak-Outs) and Library Director's response.

Request for TTY machine: Cost and feasibility is being researched. Allow book check-out without Library card: Our software requires use of the card. Don't place materials on the lower shelves – too hard for older citizens to stoop down: Please ask staff for assistance. Request for date due reminder slips: No longer providing these due to repetitive stress injuries for staff, and because pranksters change the date and also mar the countertops by stamping them; other options for checking on due dates were listed. There were also several requests to order DVDs.

LIBRARY BOARD COMMUNICATIONS

Board Member Mitchell pointed out a Library Hotline article that talked about extended service hours and new materials at the San Francisco Library due to an increased budget. Another Hotline article announced that a library in Austin, Texas is opening a new branch next year in honor of Laura Bush. A third article stated that a freedom of information bill with reforms passed the Senate, and a loan forgiveness rule passed Congress. A library in Castor, Wyoming hopes to attract boys to the world of reading with their literacy program “No Girls Allowed”.

Board Member Belikove thanked Recording Secretary Merrick for her assistance with the Art Committee interview set-ups, and follow-up letters to the candidates. Belikove would like to see a curbside book return; Director Chisaki said that the Library had tried that, but because the curb height is so elevated, the drop slot was too high for someone in a car to reach it. There are no other feasible spots around the building to place a book return. Belikove mentioned that she gets a cold feeling when entering the building, and would like to see some plants or other greenery placed there. Chisaki said that one potted plant is being purchased to block a “path of travel” by the staircase where people are not supposed to be walking per ADA standards. Additionally, the Alameda Garden Club re-planted the patio area outside of the Café, and did a great job. Belikove gave a signed book to Chisaki as a donation for the collection. Belikove had visited the Frank Bette Center when they had an Alameda art show, and believed it would have been a perfect purchase for the City who in turn could display the pieces in City Hall. Belikove asked if it would be possible to host an event for the bankers in town, in turn hoping for their support and funding of special projects for the Library. Chisaki said the Foundation is planning a donor event which could very well include the Alameda bankers. Belikove is still looking for books on display in the lobby; Chisaki asked if she had looked down there recently, as there are currently travel books on view. The book displays are planned to rotate periodically.

DIRECTOR’S COMMENTS

Some of the Regina K. Stafford Community Meeting Room signage has gone up. There was a slight miscommunication surrounding this, and only one set of letters was ordered. They have been placed above the entry to meeting room A; the additional signage for meeting room B is on order. The “*Hollywood Librarian*” will be screened on October 5th, with the Friends opening the Café to sell popcorn, candy, etc. The Library webpage has a link you can click to watch the movie’s trailer. The Computer Lab has a PowerPoint class coming that will be taught by a volunteer. There is a WORD class for beginners held on Monday nights involving the Alameda Reads program as well. The literacy program fund-raiser “Bookies by the Bay” is being held on September 27th at the Jack London Waterfront Hotel. The cost is \$50 per person, and proceeds benefit the adult literacy programs in Alameda County. The following week, Director Chisaki will be attending a State Library orientation for directors who have been appointed during the last four years.

ADJOURNMENT

President Krongold asked for a motion to adjourn the meeting at 8:53 p.m. Member Mitchell so moved; Member Hartigan seconded the motion which carried by a 4-0 vote.

Respectfully submitted,

Jane Chisaki
Library Director and
Secretary to the Library Board

This meeting's agenda was posted 72 hours in advance in accordance with the Brown Act.