



**Minutes of the
ALAMEDA FREE LIBRARY BOARD MEETING
August 13, 2008**

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

ROLL CALL

Present: Mike Hartigan, Vice President
Karen Butter, Board Member
Alan Mitchell, Board Member
Gail Wetzork, Board Member

Absent: Ruth Belikove, 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 Activities for the Month of August 2008. Accepted.
- B. *Draft Minutes of the Special Library Board Meeting of July 8, 2008. Approved.
*Draft Minutes of the Regular Library Board Meeting of July 9, 2008. Approved.
- C. *Library Services Report for the Month of June 2008. Accepted.
- D. *Financial Report Reflecting FY 2008-09 Expenditures by Fund Through July 2008. Accepted.
- E. *Bills for Ratification for the Month of July 2008. Approved.

There were no comments from the Board, so Vice President Hartigan asked for a motion to accept the Consent Calendar as presented. Member Wetzork so moved; Member Mitchell seconded the motion, which carried by a 4-0 vote.

ORAL COMMUNICATIONS, NON-AGENDA (Public Comment)

None.

UNFINISHED BUSINESS

A. Neighborhood Library Improvement Projects (J. Chisaki)

Director Chisaki thanked the Board members for showing up and speaking in support of the Library's branch improvement presentation at the City Council meeting. An RFP was drafted by Public Works and will go to about 40 architects who have previous experience with libraries. Discussion was held about forming a committee to help shepherd the process. It was decided that committee make-up should include representation from the board, Friends and Foundation, community members from both Bay Farm and West End, the Public Works project lead, Branch Supervisor and Library Director. It was agreed that the committee should have an odd number of members. Board Member Butter made a formal motion to form the sub-committee; Member Wetzork seconded and all were in favor with a 4-0 vote. Member Wetzork volunteered to be the Library Board's representative.

NEW BUSINESS

A. Certificates of Appreciation Presented to Strategic Planning Committee (M. Hartigan)

Vice President Hartigan presented Helen Wirth with a certificate of appreciation for the good work she had done as a member of the Strategic Planning Committee, citing the 6 month commitment necessary for the process. Ms. Wirth graciously accepted, and spoke about how much she had learned during that time, and how she had fallen in love with Alameda all over again through the experience. Hartigan then publicly thanked the other committee members who were not in attendance for their dedicated participation throughout the process as well. Board Member Butter presented Vice President Hartigan with his certificate of appreciation, echoing his comments, and adding that his leadership role had been essential. There will be a lot of work required going forward, but this was the first critical step in paving the way for the project, and everyone felt it had been a great success.

B. Strategic Planning Committee Update (M. Hartigan)

Vice President Hartigan wrapped up this item by speaking about how well the City Council meeting had gone, and how much support everyone had felt coming from the members. Board Member Wetzork complimented Hartigan on what he thought had been an excellent presentation to Council. In response to an inquiry from Recording Secretary Merrick, it was agreed that this item is to be removed from the agenda going forward.

C. Art Exhibit Committee (R. Belikove)

In President Belikove's absence, Director Chisaki said the committee met the previous afternoon, and discussed ways to get the word out about the art exhibits being displayed. In a semi-related item, Chisaki said the art dedication ceremony had gone very well. Four Council Members were present; both Vice Mayor Tam and Council Member Matarrese spoke. Congressman Pete Stark had also shown up and spoke about his belief in supporting art in the schools.

Luzanne Engh, Foundation President, and Honora Murphy, as the Art Selection Committee representative, both spoke. Kate Walsh spoke on behalf of the Muir family, who were very pleased with the Library's art pieces. Artist Gary Bennett was also in attendance, and offered to donate a painting from his home to the Library.

D. Alameda Free Library Foundation (A. Mitchell)

Director Chisaki said the Foundation did not have a regular Board Meeting last month, but did have an Executive Board Meeting and talked about their plan of service and how they could support the Library. They agreed to start setting aside funds for IT equipment replacement, and also some funds to help with the branch remodeling project. They may also consider paying for association memberships and workshop fees for staff members. October 19th is the date of the Michael Pollan program, and it will be held at Auctions by the Bay on Alameda Point.

E. Friends of the Alameda Free Library (M. Lambert)

Marc Lambert said there was no July Friends meeting, but they will meet the following Monday and have their election of officers. They feel fortunate to have a full slate this time around.

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

A comment about stickers covering content information on videos and DVDs was made; suppliers have been notified and this is being corrected. A request to purchase only videos, not DVDs was made as they seem to last longer and have fewer problems. The response was that the Library is no longer able to purchase new titles in video format, and most people prefer the DVD format. Director Chisaki read a letter from a vexed patron who said he would not turn off his cell phone or talk quietly into it as long as the Library allowed children to shout and scream with no intervention from staff. The patron withheld his name lest his Library card be cancelled.

LIBRARY BOARD COMMUNICATIONS

Board Member Butter had spoken with a Library user who indicated that she had a problem getting a book on Base Reuse. The patron said that through a series of inquiries, she had been given conflicting information, depending on who she talked to. Director Chisaki said that if the Library does not have the book, the request should go through ILL. Also, there is now a book request form that can be filled out and submitted on-line. These requests go to the Supervising Reference Librarian who will send it on to that genres book selector for consideration. If we don't plan on purchasing the book, the request will be forwarded on to ILL. Due to the nature of this specific book, Director Chisaki said it may be something held by the Development Services Department, so the patron might want to check with them to see if it is available. Member Butter said this is probably not something the user will pursue, as she ended up getting the book from the San Francisco Public Library.

DIRECTOR'S COMMENTS

The annual comparison report was handed out and the Board discussed the figures briefly. President Belikove's copy will be sent to her in the mail due to her absence at the meeting. The patron database purge is now complete. An estimated 15,000 registrations were removed; 9,000 were done in a batch mode and 6,000 in a manual mode. There are now 40,610 adult, and 11,215 juvenile patrons remaining, or a grand total of 50,825 active records. The recommendation is to do a database purge every six months. An e-mail had come from Sacramento to say that the Library Construction Bond which had been held in the suspense file is officially dead, and there is no chance at this time of it moving forward. Representatives from the Library Foundation will be present at the August 19 City Council meeting to speak on behalf of organizations such as theirs that support City Departments on the agenda item of public use policy at the Alameda Theater. Chisaki passed around the plaque of honor that had been received from Real Estate & Construction Review recognizing the new Alameda Free Library as one of the top projects in Northern California. LEED certification is still being held up by the US Green Building Council. The USGBC database had become corrupted, so previous responses submitted by City staff had all been lost; all this information now has to be re-submitted. The Library is currently extending the agreement with the Alameda County Waste Management Association to take us through this process. If we get the silver certification, the Library will get back about \$70,000 from ACWMA. These funds will go back into Measure O so there will be that much more money to spend on the branch improvement projects.

ADJOURNMENT

Vice President Hartigan asked for a motion to adjourn the meeting at 7:06 p.m. Member Mitchell so moved; Member Butter seconded the motion which carried by a 4-0 vote.

Respectfully submitted,

Jane Chisaki, Library Director and
Secretary to the Library Board