



**Minutes of the
ALAMEDA FREE LIBRARY BOARD MEETING
March 12, 2008**

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

ROLL CALL

Present:	Leslie Krongold, President Mike Hartigan, Board Member Alan Mitchell, Board Member
Absent:	Karen Butter, Vice President Ruth Belikove, Board Member
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 March 2008. Accepted.
- B. *Draft Minutes of the Regular Library Board meeting of February 13, 2008. Approved.
- C. *Library Services Report for the month of January 2008. Accepted.
- D. *Report from Finance Department reflecting FY 2007-08 Library expenditures (by fund) through February 2008. Accepted.
- E. *Bills for ratification for the month of February 2008. Approved.

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 3-0 vote.

ORAL COMMUNICATIONS, NON-AGENDA (Public Comment)

None.

UNFINISHED BUSINESS

None.

NEW BUSINESS

A. Wood Museum DVD (M. Merrick)

Nancy Ely, Wood Middle School teacher and curator of the Wood Museum of History, had dropped off a DVD of the Museum's 2007 showing at the Main Library, and it was played for the Board. The Wood Museum of History will be hosted once again this year at the Main Library from April 21st through May 3rd.

B. Budget Discussion (J. Chisaki)

Director Chisaki reported that all departments had been asked to under spend by 2% at the mid-year mark, and are now being asked to cut an additional 8% off their respective budgets for the next fiscal year. Library staff members have been meeting to come up with ways to reduce costs and increase revenues; ideas such as raising meeting room fees, late fees and fines; charging for inter-library loan service and obituary searches are all being considered. Reducing the Library open hours to save part-time salary dollars has also been discussed. The Board had no objection to these proposed measures, so Director Chisaki will bring the ideas to the City Manager as a next step.

C. Strategic Planning Committee Update (M. Hartigan)

Member Hartigan called the Board's attention to the Strategic Planning Committee's timeline contained in their packets. There had been meetings on February 20th and the previous night, March 11th. Consultants Kathy Page and Ruth Metz explained their process; brainstorming and 10-year visioning goals were discussed. The phone survey is underway, and the pollster will be at the next meeting to disclose the information collected in the process. Director Chisaki advised the Board that they would need to hold a special meeting sometime between April 15th and May 7th to talk about the telephone survey results and provide feedback for the committee to consider. The date for this special meeting will be set at the April 9th Library Board meeting.

D. Art Exhibit Committee (R. Belikove)

Member Belikove was not in attendance, and Director Chisaki pointed out that the first art display had been hung. There was a general feeling that the pieces seemed slightly askew, and that was because they were each hung from one line; there had not been enough hardware to place two lines on each piece. There is a catalog of all the items sitting at the information desk for people to look over if they would like additional information about the pieces or the artists. Once the current showing comes down, the Wood Museum of History will be next up. Two other groups have their display applications in at this point, so they will be next in line for showings. Everyone was in agreement that the tracks that were installed looked really good, and the work had been done for significantly less of a cost than originally proposed.

E. Alameda Free Library Foundation (A. Mitchell)

Director Chisaki had attended the last Foundation meeting and thanked them for paying for the art display track. Marc Lambert announced there would be a significant fund-raising event held this year, with a good possibility of author Michael Pollan as the guest speaker. The Marketplace is very interested in partnering with the Foundation for this event.

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

Marc Lambert had a copy of the Book Sale Task Force report, which had been provided for review so it could be discussed at the next Friends meeting. The Café is doing very well; they had \$1,200 in sales for the month of January. The Friends newsletter is now being sent out via e-mail; hard copies are still available. Friends President Dorothy Fullerton has been meeting regularly with the Alameda County Friends Association; they will be meeting at the Alameda Main Library on March 18th. Due to the current budget crisis, Lambert encouraged that a large contingent visit Sacramento on State Legislative Day coming up on April 16th.

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

There was a request for children's Chinese/English language learning materials on CDs/DVDs and anything that would teach conversational Mandarin to kids; orders have been placed. Patron called looking for books; the Library did not have them so the patron requested ILL service. The staff member he was requesting this of told the patron to come in and make the request, but it would be the same information the patron had already given to the staff member so it seemed unnecessary. Staff will be instructed to take ILL requests by phone in the future. A request for "Across the Universe" DVD was made; it has already been ordered. Director Chisaki read a request about banning laptops in the Quiet Reading Room due to the noise they create, and asked for the Board's advice on an appropriate response. After some discussion, the Board recommended that the sign on the Quiet Reading Room be revised to include the laptop restriction.

LIBRARY BOARD COMMUNICATIONS

Member Mitchell said that after reading the Library Hotline newsletters, it appears that everyone is in a financial crisis right now. Director Chisaki told the Board that because she cannot count on PLF funding, she did not use it in her projections for next year's budget – this was on the advice of the Finance Director.

DIRECTOR'S COMMENTS

The public art pieces by Michael Carey are about 50% complete, so Chisaki will be visiting the artist to inspect the work along with Art Consultant Regina Almaguer and Honora Murphy. Carey feels he is on target for installation of the pieces by the end of June. The contract with Thomas Hacker for the design of an awning and shelf at the book return area is finally complete, so that will be moving forward. CALTAC membership is up for renewal; the Board decided to let it go for this year. Word

has come from Sacramento that a new Library construction bond is being pitched. It is expected to be placed on the general ballot in 2010. Chisaki passed out the "Across the Pages" brochure that had been created for the Alameda Community Reads program.

Director Chisaki queried the Board on how they felt about the 6:00 p.m. start time, and they all agreed that it had worked out fine, so future meetings will now have that new start time.

ADJOURNMENT

President Krongold asked for a motion to adjourn the meeting at 8:04 p.m. Member Mitchell so moved; Member Hartigan seconded the motion which carried by a 3-0 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.