



**MINUTES OF THE
ALAMEDA FREE LIBRARY BOARD MEETING
WEDNESDAY, JULY 12, 2017**

The regular meeting of the Alameda Free Library Board was called to order at 6:03 p.m.

ROLL CALL Present: Kathleen Kearney, Vice President
 Cynthia Silva, Board Member
 Amber Bales, Board Member
 Dorothy Wismar, Board Member

 Absent: Travis Wilson, 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 May and June 2017.
- *B. Draft Minutes of the Regular Library Board Meeting of May 10, 2017.
- *C. Library Services Report for the Months of April and May 2017.
- *D. Financial Report Reflecting FY16/17 Expenditures by Fund for May and June 2017.
- *E. Bills for Ratification for the Months of May and June 2017.

Director Chisaki explained to the Board the format of the Consent Calendar and what each items include.

The Library received seven Little Free Libraries from a non-profit and will be installed in parks throughout Alameda, but particularly on the west end. The first one will be in front of the Recreation and Parks Department building. These libraries will be stocked with advance reader copies given by publishers.

Made in Alameda was held last March. A mixture of 20 applicants were accommodated and multiple conference rooms were used for the event. It was a huge success and plans are already being made for next year. Banners for the event will be hung at the Park Street location two weeks leading up to the event.

Next Monday is the start date for the two interns hired from the City's youth career fair. They will work for four weeks and are paid for by the Recreation and Parks Department and Social Services Human Relations Board.

The City's Budget has been adopted and it went smoothly. Money was given back to the library to open the two branches one more day per week, as well as upgrade the computer lab.

The previous Board approved a new logo for the Library. Staff shirts will be ordered and Director Chisaki is gifting each board member with a shirt.

The Summer Reading program is under way. This is the first year it is being done online. Numbers for adults and teens have risen. The library received a grant for Virtual Reality goggles and kids that were attending teen programs were able to try them out. Board Members are invited to attend the End of Summer Reading program will be at the O'Club on July 26, at 6:00 p.m.

The two Poets Laureate will be appointed at the September 5 City Council meeting. There were 13 applicants for the position and the committee of five screened the applications down to three. The Mayor and Director Chisaki interviewed the three candidates and selected two.

The Program Coordinator for Alameda Reads is moving to Italy, so Barb Papik is stepping up and taking over that position. One of the learners from the program has been hired to take Barb's position as an office assistant. The program has had many success stories and has published a book of writings of the learners. Proceeds from the book goes back into the program.

There were no changes to the Draft Minutes of the May 10, 2017 Library Board meeting.

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

UNFINISHED BUSINESS

A. Electronic Message Boards. (J. Chisaki)

The Friends of the Library had raised over \$20,000 and the funds are being used for Electronic Message Boards. A 75" monitor will be installed to the right of the entrance and will display flyers for library programs. The branches will receive 40" monitors.

NEW BUSINESS

A. Election of Officers. (J. Chisaki)

Board Member Wismar nominated Vice President Kearney for President of the Library Board. Board Member Bales seconded the motion which passed with a 4-0 vote. Board Member Bales nominated Board Member Silva for Vice President of the Library Board. Board Member Wismar seconded the motion which passed with a 4-0 vote.

B. General Board Orientation. (J. Chisaki)

Each member of the Library Board, the Library Director, and the Recording Secretary introduced themselves to the rest of the Board.

Director Chisaki read the Library's mission statement. She informed the Board that a small tool and seed lending library will be added at the Jean Sweeney Park. It will be in phase 2 of the project and phase 1 has just started.

There are 18 full time employees and three of them are not at public desks. Main is open 7 days per week and the branches are currently open 6 days per week.

The City requires annually all Library Board members to complete the Form 700, to take AB1234 Ethics Training, and sign a Sunshine Ordinance Declaration.

C. Friends of the Library. (J. Chisaki)

The Friends are the support group for the Library. They pay for things such as special programs, performers, snacks, advertising, and copy paper for flyers. The Friends host the concert series and run the Book Sale.

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

None.

LIBRARY BOARD COMMUNICATIONS

None.

DIRECTOR'S COMMENTS

Director Chisaki reported that \$6,599.56 was waived in fines and 2,487 lbs. of food were collected for the Alameda Food Bank as a result of the Food for Fines program. Waived fines did not include lost material or processing fees. The program was over a four week period.

ORAL COMMUNICATIONS, NON-AGENDA GENERAL

None.

ADJOURNMENT

The meeting was adjourned at 7:55 p.m.

Respectfully submitted,

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