



**DRAFT MINUTES OF THE
ALAMEDA FREE LIBRARY BOARD MEETING
WEDNESDAY, JULY 13, 2022**

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

ROLL CALL

Present: Amber Bales, President
Joyce McConeghey Vice President
Kathleen Kearney, Board Member
Sara Strickler, Board Member

Absent: Dimple Kanji, 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, 2022.
- *B. Draft Minutes of the Regular Library Board Meeting of May 11, 2022.
- *C. Modified Library Services Report for the Months of April and May, 2022.
- *D. Financial Report Reflecting FY21/22 Expenditures by Fund for May and June, 2022.
- *E. Bills for Ratification for the Months of May and June, 2022.

Director Chisaki reported new increased library hours will begin September 12, 2022. New staff will be hired and trained to fill in the gaps. The Dia Day program was a hit and will be held again. The Stuffie Sleepover program started small with 17 animals at the Bay Farm Branch and 15 at the West End branch. There was such great feedback received, the program may be held again for Halloween. Summer reading is in full swing with over 2,200 participants. The Teen Advisory Board silkscreened Camp Alameda Free Library shirts for staff and volunteers. In June, the library held several Pride programs for Pride Month. The Flashlight Friday program was wildly popular.

The Hotspot Lending Program is going well and a request for more will be requested. All current hotspots are checked out. The Friends' had their grand opening for their bookstore. Over \$1,200 was made over three days. Director Chisaki asked the Board if they agreed with the Library's current social distancing requirements and whether Concerts should be allowed in the Stafford meeting room. Director Chisaki asked the Friends to draft a health protocol and include who will enforce masks and check vaccination status. Director Chisaki will forward that to the City Manager's office, the City Attorney's office, and the Human Resources Department for feedback and will make a decision then. The Board is in agreement with the guidelines Director Chisaki is requiring.

There are no changes to the Draft Minutes of the May 11, 2022 Library Board Meeting.

Vice President McConeghey moved to accept the Consent Calendar. Board Member Kearney seconded the motion, which passed with a 4-0 vote.

UNFINISHED BUSINESS

A. Current and On-Going Library Activities (J. Chisaki)

Director Chisaki shared that the Library has a few new staff members starting. The City Manager's office receives a 5-15 report from the various departments every two weeks. It is a report that should only take five minutes to read and 15 minutes to write and includes departmental updates and photos. The City Manager forwards the report to the City Council. A suggestion was made to the City Manager to make a similar report to provide the public with updates. You can sign up for the City's mailing list on the City's website.

B. Change in Library Operating Hours (J. Chisaki)

The Library is on track for the hour change and staffing should be sufficient.

NEW BUSINESS

A. Election of Officers (A. Bales)

President Bales nominated Vice President McConeghey for President and Board Member Strickler for Vice President. Both nominees accepted their nominations and the slate passed with a 4-0 vote.

B. Friends of the Library (J. Chisaki)

The Friends will use their grand opening logo for their bookstore. They are looking to possibly brand their book sales in order to create more buzz. A committee was put together to look at the goals of the café in hopes to keep it open. Friends are continuing their Board meetings online.

Author and Art Docent programs are continuing on Zoom and are wildly popular. The number of views on their YouTube channel have surpassed their live attendance numbers. Zoom Programs have also given them more of a variety of authors because authors can present from the east coast and from England. The Friends are not accepting book donations left at the door. Donations should be scheduled. There are not enough book sorters at the warehouse.

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

None.

LIBRARY BOARD COMMUNICATIONS

Vice President Strickler commented that branding the Café would be a great idea and it can be added to Google Maps as its own pop up spot so if anyone searches for coffee or snacks, it would pop up as a search result. Board member Kearney commented that the bookstore volunteers are young and have great energy and it's exciting to see.

DIRECTOR'S COMMENTS

None.

ORAL COMMUNICATIONS, NON-AGENDA GENERAL

None.

ADJOURNMENT

The meeting was adjourned at 7:08 p.m.

Respectfully submitted,

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