



**DRAFT MINUTES OF THE  
ALAMEDA FREE LIBRARY BOARD MEETING  
WEDNESDAY, MAY 10, 2017**

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

**ROLL CALL**

Present: Suzanne Whyte, President  
Kathleen Kearney, Vice President  
Catherine Atkin, Board Member  
Nancy Lewis, Board Member

Absent: Gertrude Woods, Board Member

Staff: Jane Chisaki, Library Director  
Lori Amaya, Recording Secretary

**ORAL COMMUNICATIONS, AGENDA (Public Comment)**

Dorothy Wismar said hello to the Board and thanked them for allowing her to sit in on the meeting.

**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 March and April 2017.
- \*B. Draft Minutes of the Regular Library Board Meeting of March 8, 2017.
- \*C. Library Services Report for the Months of February 2017 and March 2017.
- \*D. Financial Report Reflecting FY16/17 Expenditures by Fund for March and April 2017.
- \*E. Bills for Ratification for the Months of March and April 2017.

Director Chisaki reported that the Little Free Libraries have been completed. The Recreation & Parks Department will decide the installation date. Advanced reader copies are stocking the libraries, so no books are coming out of the collection. Board Member Lewis asked for clarification as to what the advanced reader copies are. Director Chisaki explained that they are pre-publication proofs that may have some spelling errors and editing issues, but they are free copies from the publisher. Several publishers were notified and are on board with use of their books.

Staff Development day went well. Most staff members were trained in First Aid/CPR through ARPD. This training will be offered every two years so certifications can be renewed.

There will be a budget workshop with the City Council on Wednesday, May 17, 2017 at 5:00 p.m. The Library Board is welcome to attend. The Library is asking to restore the day that was taken away when there were cuts. Both branches will now be open five days a week. The Library is also asking to upgrade the technology in the computer lab. The Library will also ask for funds to replace barcode scanners and items for the public workstations. These funds are coming from the library fund and not the general fund.

Alameda Reads is undergoing changes. Amy Prevedel is moving to Italy, so Barbara Papik will move into the Coordinator position. Office help will be hired to support Barbara in taking over her duties.

Summer reading is starting on June 1. Sign-ups will be done online. Family Fun Day will be June 3 and there will be performers, crafts, and giveaways. Summer Reading ends on Monday, July 31, 2017, which is also Harry Potter's birthday. That will be the wrap-up event for Summer Reading. The end of Summer Reading ceremony at the O'Club will be on Wednesday, July 26, 2017.

There were no changes to the Draft Minutes of the March 8, 2017 Library Board meeting.

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

### UNFINISHED BUSINESS

#### A. New Logo for the Library: Status Report (J. Chisaki)

The Library Board had approved the logo at the previous meeting. Staff polo shirts will be ordered with the new logo. Director Chisaki offered to purchase shirts for the Library Board, including outgoing members.

### NEW BUSINESS

#### A. Resolution in Recognition of Suzanne Whyte. (J. Chisaki)

The Resolution was read aloud by Director Chisaki.

#### B. Resolution in Recognition of Nancy Lewis. (J. Chisaki)

The Resolution was read aloud by Director Chisaki.

C. Electronic Message Boards. (J. Chisaki)

The Friends raised money for an electronic message board. Director Chisaki met with the installer and it was recommended that the screen be installed on the large bulletin board to the right, after you enter the library. Director Chisaki is recommending a 50" screen.

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

The Friends had their book sale. Director Chisaki reported that it was a smaller sale because there aren't enough volunteers to sort and price the books. There is currently a moratorium on book donations. The Friends Board is looking for someone to take over as the lead for the book sale.

Live at the Library concert dates were included in the Board letter. The next campaign will raise money for operations. The Friends are working on filling vacant board seats and recruiting for volunteers. Each newsletter profiles a different Board Member.

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

A patron commented that she couldn't find anything by Gregory Bateson, including, *Steps to an Ecology of Mind*. The Supervisor thanked the patron for completing a suggestion form and suggested that she put in a request for her book to be ordered through Inter-Library Loan as it is available at many local universities. She also explained that ours is not an exhaustive collection nor is it intended as a research collection. Most titles are intended as general interest. Gregory Bateson's books are more scholarly and more likely to be collected by an academic library.

LIBRARY BOARD COMMUNICATIONS

Vice President Kearney expressed how much she like the format of the Friends Newsletter.

DIRECTOR'S COMMENTS

Director Chisaki announced summer reading sign-ups. One of our part time librarians held a 3-mile conversational running program last night and it will be held one more time to see how it goes. There are also knitting & crocheting programs, gardening programs, and a Peeps diorama contest. The Peeps diorama contest was such a success, it will be held again next year.

ORAL COMMUNICATIONS, NON-AGENDA GENERAL

Dorothy Wismar complimented the Library Board at how organized the meetings are. She also expressed interest in becoming a board member.

ADJOURNMENT

The meeting was adjourned at 6:52 p.m.

Respectfully submitted,

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