



September 13, 2017

Dear President Kearney and Members of the Library Board,

This letter is to bring you up to date on activities during the months of July and August, and to provide a look forward to some of the projects which will be coming up.

Just a brief “FYI.” Our libraries are NOT officially designated cooling centers. However we are very aware of how hot it was over the recent Labor Day Weekend. The Main Library self-promoted itself as a cool place, with air conditioning, to read & “chill out” during our open hours. This information was posted on the library Facebook page along with our open hours on Friday, Saturday and Sunday. Although we were a bit short-staffed with people calling in sick, the Main Library was packed. The City Manager commented that she heard that the Main Library was “packed” and that it was absolutely “lovely.” Books, computers, games, puzzles, and a bit of eating in Dewey’s Café. Although it was difficult to ask people to leave at closing, the staff carried on and did a fabulous job!

Library Services Reports: (Consent Agenda). The June and July 2017 Library Services Reports are included in your Board Packet. The Expenditure Reports for July and August are also included.

Main Library Update. There may be major changes to our successful “Made in Alameda” event. Plans were already in the works for the 2nd annual Made in Alameda event on March 17, 2018 but we have learned there is another “made in Alameda” type event in the planning stages. Community Development is working with the College of Alameda to present a “Maker Faire that would complement a College of Alameda Maker Space (like at Park Day School). The College was awarded a Maker grant to create a Maker Lab over two years. The Library has already secured permission to hang a large street banner on Park St. February 27 – March 13, which would have given more visibility to our event but currently our plans are on hold to see what develops. Those planners never considered authors, quilters, beekeepers, jam cooks, etc. as “makers” so our event ideas may add a whole different dimension to their idea of a “Maker’s Faire.”

Circulation Coordinator Kevin Tam and Teen Librarian Hallie Fields interviewed students who filed interest cards at the Youth Job Fair to select two as summer interns. Christina and Mominah were selected from 12 applicants, their sent four weeks working in each of the four divisions of the library. Their feedback about their job fair and intern experience were pretty positive. They enjoyed the varied work of each division (rather than “just” shelving) and both found all the staff friendly and helpful. They both wished they could have worked longer than a week in each division but four weeks was the maximum. One commented that she “loved being able to understand how each department works and how they all connect to form the library system. Seeing the interworking of the library gave me a new appreciation for all the books I’ve checked out and programs I’ve attended.” Intern salaries are paid for by the Community Development Department and the Social Services Human Relations Board. Neither of these interns are interested in libraries as a career choice, one is graphic design and the other is nursing, but they both felt it was a positive experience.

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The Boys & Girls division, Sensory-Friendly Family Film series on the 4th Saturday afternoon of the month is slowly gaining an audience. What began with four children now has about 15 attendees. These are movies that are shown in a less than dark room, talking is allowed, standing up / sitting down is allowed, coming late and leaving early is allowed, occasional panic attacks or other minor interruptions is allowed. Everyone is invited to attend these films but children with special needs are encouraged. We hope to get the word out to more families with the new school year.

Supervising Children's Librarian Eva Volin has arranged for a Baby Sign Language playgroup beginning on September 26. Our 7-week playgroup series is a fun way to build your signing vocabulary and skills with themes like mealtime, animals, colors, family, bedtime, and more. It is designed for expectant parents and parents with babies ranging in age from birth to 18 months. They will learn about the latest research and all the tools to teach their baby to sign. Fun activities and songs will show how easy it can be to integrate simple signs into the everyday routine to jump-start a child's verbal skills.

Thanks to the work of Circulation Coordinator Kevin Tam and Friends of the Library Board Member Kurmar Fanse, the Art Docent lectures returned to a packed room in July. The program was "Degas: Impressionism and the Paris Millinery Trade. A colorful exploration of a remarkable period in Paris, when the millinery trade was at its height and Impressionist painters captured the latest trends in hats. About 120 people attended this program. The next Art Docent lecture is November 16, titled: Teotihuacan, City of Water, City of Fire. It is about the ancient Mexican city of Teotihuacan from de Young Museum docent Carmen Mahood. An exhibit at the de Young Museum, running September 30-February 11, will highlight ritual objects from this most visited archeological site in Mexico as well as paintings, sculptures, and more. Again, we expect a full house.

Little Free Libraries. No new news except that the installation is now an Eagle Scout project. We do expect the installation to happen any time now with the first to be installed in front of the Alameda Recreation and Parks Department building. Once that happens, we will have our mini-ribbon cutting ceremony!

Staff Development Day is October 9. Once again all three libraries will be closed for this all staff meeting. Twice a year, once in the fall and once in the spring, we close all three libraries for full staff meetings. We are still firming up the agenda for the day but it looks like we will be addressing homelessness in the libraries and/or the law libraries in our county. As always, appropriate notification will be given to the public in advance of the closure.

Electronic Message Board. The Main Library has our new electronic message board installed! The 75" flat screen monitor is now in the place of the bulletin board next to the circulation desk. The smaller monitors are not yet at the neighborhood libraries but should be by the end of September. Si Lewis of Hidden Connections has done a fabulous job. Staff is currently working on developing guidelines for what and what size/resolution, images will display best on the monitors. We are locking down the remote control functions so people cannot change our channel or turn on the volume. To start we will display only library programs then may open it up to other city departments. We are still discussing frequency of updates of the numerous community meetings held in the city and who/how those updates will be accomplished. Many thanks to the Friends of the Library for funding these message boards at our libraries.

Library Logo Staff Shirts. WooHoo! Hope you all enjoy your shirts. All members of the City Council, the City Manager, Assistant City Manager, and Public Information Officer also have Library Polo Shirts. Only a handful of staff chose to purchase shirts but those who did look really good wearing them!! We may put in another order at a later date with other items to select from – jackets, sweatshirts, other style (work appropriate) shirts, but we'll see.

Summer Challenge. Wow. Summer reading is over. Whew! Final numbers? 2564 sign-ups 1195 earned the level 1 prize; 998 earned the level 2 prize; 784 earned the level 3 prize; and 145 “Read to Me” kids earned their cookie dough. We had 52 volunteer Reading Pals (ages 12-18) who gave us a whopping 593.5 hours during the 8 week program. And that's just the children! I'm still waiting for the statistics from the adult and teen programs, there is currently a survey on the library web page for input, comment, and suggestions for change. I think there is also an option to sign up to be in a “programming focus group” for adult and teen programs.

The Library's Food for Fines program was a big success this summer. Library customers were encouraged to clear overdue fines off their records by donating non-perishable food products. The program ran for one month, from June 8 to July 8, and a total of 2,487 pounds of food was collected at the three libraries and donated to the Alameda Food Bank, enough food to feed about 83 families. We waived a total of \$6599.56 in fines from all 3 locations, or less than \$80 per family fed.

Friends of the Library. The Friends Board met on May 22 and June 26. The Friends Board continues to actively seek new Board Members to expand the skill set of the organization. All of the Board members are encouraged to bring prospective Board Members forward.

The Friends Volunteer Appreciation event, which also honored Adair Jorgenson, Gert and Peter Woods for their 40+ years of chairing and working the bi-annual book sale, was a great success! The event was on Thursday, July 20, at Dragon Rouge. Thank you to Board Member Bales for attending, the entire event was very well attended with approximately 80 of our most ardent supporters present to enjoy perfect weather, delicious food, and not too many speeches.

The Friends were one of the community groups invited to participate in a Community Volunteer Street Fair, which was organized by Immanuel Lutheran Church in Alameda. The Friends hosted a table and talked to many people about the merits of the library and the satisfaction in supporting the library through volunteerism, at the café, with the book sale, concerts, or other supporting events. They felt it was a very productive day getting out into the community.

The Spring Used Book Sale is on the calendar for October 20-21-22 at the O'Club. The book sale has a new Book Sale Manager, Peg Rosen. Peg is a “relatively new” member of the Friends, Peg has been volunteering in Dewey's Café and assisted with the book sorting at the Main Library. She saw the need for a manager with the retirement of Adair and the Woods' and she has stepped into those big shoes with a lot of support from the rest of the book sale committee and Friends Board Liaison Carol Robie. Peg has a lot of great ideas to make minor changes before the October sale and then will have additional thoughts once that sale is completed.

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The Friends have reviewed their insurance coverage and how their policy satisfies the City's insurance requirements and confirmed that the City's self-insured coverage would cover our "unpaid workers" (read: volunteers), in the event of accident. "Thumbs Up" from the Risk Manager.

Live @ the Library tickets are available! This year the three concert series will be on September 16, October 28, and December 2. Our performers this year are: September 16: Singer Kenny Washington & Guitarist Jeff Massanari; October 28: The Alden Trio (Jon Lee, piano; Yuri Kye, violin; Brady Anderson, cello); December 2: Suzanna Smith. The three concert series is \$90 and individual concerts are \$35 each. It should be a great concert series, tickets will be available from Brown Paper Tickets (www.brownpapertickets.com), at Dewey's Café, and at Books Inc. on Park Street. In addition Friends Board members (and I) will have them for sale. Please let me know if you want to purchase tickets through me so I will have what you are requesting available at the meeting. I only have a few left in my possession but can certainly get more if I ask. I think the concerts are about 75% sold out.

October 15-21 is Friends of the Library Appreciation Week. We would like to do something for our Friends group but could use a few ideas. The Friends might help pay for "something" but we haven't come up with any great ideas of what to do. The Friends are hoping the Library Board might have some suggestions, so this item is on our agenda. The staff has suggested putting appreciation signs on the Alameda shuttle (city funded, all island shuttle bus) for the week. Staff is still exploring the possibility and cost. I like that idea, what else might we do?

The next Friends Board meeting will be on Monday, September 25, at the Main Library in the Family Study Room at 6:30 p.m.

Alameda Reads. Alameda Reads was invited to participate in a Community Volunteer Street Fair, which was organized by Immanuel Lutheran Church in Alameda. As part of their 125th Anniversary festivities, they invited representatives from a variety of organizations which provide services to our community. Alameda Reads was very pleased to have the opportunity to speak with members of the community about the program, share information with potential learners and recruit potential volunteers.

They are continuing to develop partnerships with several organizations here in Alameda to provide support for their learners and encourage those learners to participate in our program. Beginning in September, an Alameda Reads tutor will begin working with residents at the Alameda Point Collaborative, who are working on basic computer skills and job readiness.

The Alameda Reads learners continue to impress and amaze. One of their learners received her Certification in Social Services after taking a course and passing the exam (with flying colors). As a result, she got a promotion and now has a new position at work. She continues to work with her tutor as she begins another course to earn her certification in Benefits Administration. Another of learner, a young man who has been studying with Alameda Reads for 2 years, continues to excel in his classes at the College of Alameda. He has earned all A's during the spring semester and hopes to transfer to UC Berkeley. That is impressive work by the learners, the volunteer tutors, and the amazing staff at Alameda Reads!

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Activities and Events. I am thinking that maybe the Board Letter does not need the long list of calendar activities, particularly the regular programs such as story times, crafts, lawyers, book groups, etc. Only events out of the ordinary would be listed. I would entertain discussion at the meeting about discontinuing this section of the letter since all of you have internet access.

Sept 4 ALL LIBRARIES CLOSED IN OBSERVANCE OF LABOR DAY

Sept 13 Library Board meeting. 6:00 p.m. Main Library, Administrative Conf. Room

Sept 16 Live @ the Library. Kenny Washington & Jeff Massanari. 8:00 p.m. Main Library

Oct 9 ALL LIBRARIES CLOSED FOR STAFF DEVELOPMENT DAY

Oct 20-22 Friends of the Library Fall Used Book Sale. Times vary. O Club, Alameda Pt.

Oct 28 Live @ the Library. Alden Trio & Adam Shulman Trio. 8:00 p.m. Main Library

Oct 31-Nov 5 Library Director out of office attending State Library Director's Forum and the
California Library Association Conference in Riverside.

If you have any questions about the items to be considered at the Board meeting, or if you would like to discuss these or any other items, please email me at jchisaki@alamedaca.gov or give me a call at 747-7747. I look forward to seeing you on Wednesday evening.

Sincerely,


Jane Chisaki
Library Director