



**DRAFT MINUTES OF THE
ALAMEDA FREE LIBRARY BOARD MEETING
WEDNESDAY, NOVEMBER 13, 2019**

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

ROLL CALL

Present: Cynthia Silva, President
Dorothy Wismar, Vice President
Amber Bales, Board Member
Kathleen Kearney, Board Member
Joyce McConeghey Board Member

Absent: None.

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

ORAL COMMUNICATIONS, AGENDA (Public Comment)

Sheila Durkin introduced herself to the board. She is the Chair of Alameda's League of Women Voters (LWV) of Centennial Committee and asked if the library is planning any events to recognize the centennial year of the 19th amendment. Director Chisaki responded that the library is planning on doing a display in March for Women's History Month. In addition, the Adult Services division is looking for a possible presenter and showing the film, "Iron Jawed Angels." The LWV would like to have a themed banner contest for middle and high school students and hang them at intersections on Park Street and Webster Street and asked if the library would also display some of the posters in early July. Director Chisaki responded that it depends on the size, how they are mounted, and if the posters will be damaged if the public touches them. The LWV would be responsible for hanging and taking down the posters. Sheila thanked the Board and said she appreciates the staff of the library.

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 September and October, 2019.
- *B. Draft Minutes of the Regular Library Board Meeting of November 13, 2019.
- *C. Library Services Report for the Month of August and September, 2019.
- *D. Financial Report Reflecting FY19/20 Expenditures by Fund for September and October, 2019.

*E. Bills for Ratification for the Months of September and October, 2019.

Director Chisaki reported that the library was positioned to be a fresh air facility with the smoke emergency and changed out the air filters. The Assistant City Manager toured the branches. He is the first from the City Manager's office to ask for a tour. The new full time School Resource Services Liaison has started and is working on expanding programs. The Friend's book sale was very successful. Friends' Board Member Luzanne Eng received the City's Community Service Award in the Board Member of a nonprofit category.

Board Member Kearney moved to accept the Consent Calendar. Board Member Bales seconded the motion, which passed with a 5-0 vote.

UNFINISHED BUSINESS

A. Strategic Plan Status Update. (J. McConeghey & J. Chisaki)

Director Chisaki welcomed Strategic Plan Consultant, Ruth Metz, to the meeting. Consultant Metz presented the Board with the draft Plan and reviewed the contents. She explained the statistics and goals and explained that this may be more than a 5-year plan. Vice President Wisamar gave suggestions to get the word out about the library being a community anchor, community builder, and community connector, so the public is aware of all that the library has to offer. Board Member McConeghey commended Consultant Metz at being masterful at getting the team to participate at the meetings.

B. Elimination of Library Overdue Fines. (J. Chisaki)

Director Chisaki reported that the library received a complaint letter about the library's decision to eliminate fines and how it removes learning opportunities for children in particular. Director Chisaki responded that she agrees that checking out library materials is a learning opportunity, there are still consequences if items are not returned, or are damaged. Since fines have been eliminated, there has been an increase in customers returning to the library and overdue items are being returned. The elimination of fines was never a matter of budget or staffing, we wanted to give access to technology, materials both digital and literary, as well as welcome our returning users back to our library.

NEW BUSINESS

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

Karen Butter will continue as president and Kumar Fanse will continue as Vice president of the Friends Board. There will be a new treasurer after the first of the year. The Friends' book sale raised approximately \$22,000 at their book sale. The last concert is this Saturday, November 16. It has been a great concert series and people have already signed up as sponsors for next year's series. The next friends meeting is on November 25. They will vote on the funding request from staff for 2020.

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

None.

LIBRARY BOARD COMMUNICATIONS

Vice President Wismar attended the Live @ the Library concert and spoke with the City Manager. President Silva worked at the first two concerts and will be working at the third. She also worked at the book sale.

DIRECTOR'S COMMENTS

Director Chisaki informed the board that the Census is hosting a table on Monday to recruit workers. The library will have a link to the Census on every public computer when the census filing period opens. Hard to reach groups will be hosted in the computer lab. The library is currently working on the National Park Service Japanese American Containment Site Grant in the amount of \$220,600.

ORAL COMMUNICATIONS, NON-AGENDA GENERAL

None.

ADJOURNMENT

The meeting was adjourned at 7:35 p.m.

Respectfully submitted,

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