



**DRAFT MINUTES OF THE
ALAMEDA FREE LIBRARY BOARD MEETING
WEDNESDAY, NOVEMBER 18, 2020**

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

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 July August, September and October, 2020.
- *B. Draft Minutes of the Regular Library Board Meeting of July 8, 2020.
- *C. Financial Report Reflecting FY20/21 Expenditures by Fund for July August, September and October, 2020.
- *D. Bills for Ratification for the Months of July August, September and October, 2020.

Director Chisaki reported that with the recent change to the California COVID-19 purple tier, nothing has changed with library services, as Library Takeout originally began while in the purple tier. The statistics show numbers have gone down, but there is only one location open and with limited hours. Based on that, the numbers are positive. The grab bags are very popular.

There are no changes to the Draft Minutes of the July 8, 2020 Library Board meeting.

Board Member Bales moved to accept the Draft Minutes of the July 8, 2020 Library Board meeting. Board Member McConeghey seconded the motion, which passed with a 5-0 vote.

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

UNFINISHED BUSINESS

A. None

NEW BUSINESS

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

The Library is working on a key card project. Hardware has been installed. The city is working on what info will be included on the card. There will be some language indicating the employee is a California disaster worker.

B. Adding Temporary Amendments to the Library Behavior Policy (J. Chisaki)

The Library is working on a limited reopening plan to open the back of the library for computer use. There will be four computers, a printing station, and a scanner. Library Takeout will continue at the front of the building. Patrons are expected to practice physical distancing and wear a mask. Before entering, Patrons will sign-in at a check-in station for a temperature check and questionnaire. Masks will be provided to those that don't have one. This is being added to the policy to make it official until further notice. Board Member Kearney suggested reordering the list of preventative measures to practice. President Silva asked if the majority of staff are furloughed. Director Chisaki responded that all full-time staff are working and a handful of part-time staff are back. The Library completed 2nd interviews for three Senior Librarian positions. There were 18 original interviews, and 16 candidates made the list. From the 16 candidates, 10 accepted for 2nd round interviews. Library Technician recruitment closed with 116 applications. There are three open positions.

Vice President Wismar moved to accept the language for the Temporary Amendments to the Library Behavior Policy, with the amendment requested by Board Member Kearney to reorder the list. Board Member Kearney seconded the motion, which passed with a 5-0 vote.

C. Friends of the Library (J. Chisaki)

Attendance for the Friends virtual programs have been amazing. The Library has always hosted an inauguration viewing party and the Friends asked if the Library will be opening for the Presidential Inauguration in January of 2021. Director Chisaki is trying to think of safe way to do so.

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

There were two compliments received. The first was from a patron that thanked the Library for joining Link+ and the second was from a patron thanking Library Technician Virginia Dermont-Hill for her selection of Children's grab bags for her daughter.

LIBRARY BOARD COMMUNICATIONS

Board Member Kearney has been making weekly visits to Library Takeout and the library selected 5 mystery books for her and she loved them.

DIRECTOR'S COMMENTS

Director Chisaki informed the board that Consultant Ruth Metz said hello to the Board and hopes they are all well.

ORAL COMMUNICATIONS, NON-AGENDA GENERAL

None

ADJOURNMENT

The meeting was adjourned at 7:00 p.m.

Respectfully submitted,

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