



**MINUTES OF THE  
ALAMEDA FREE LIBRARY BOARD MEETING  
WEDNESDAY, MARCH 11, 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 January & February, 2020.
- \*B. Draft Minutes of the Regular Library Board Meeting of January 8, 2020.
- \*C. Library Services Report for the Month of December 2019 and January 2020.
- \*D. Financial Report Reflecting FY19/20 Expenditures by Fund for January and February, 2020.
- \*E. Bills for Ratification for the Months of January and February, 2020.

Director Chisaki reported Joy North has been hired as a full-time Librarian and will take over the social media for the library. A part-time library specialist has been hired and will start next week. Board Member Kearney congratulated Director Chisaki on receiving the Link+ Grant. It should be implemented by the end of October 2020.

There are no changes to the Draft Minutes of the 1/8/20 Library Board meeting.

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

### UNFINISHED BUSINESS

#### A. Strategic Plan Status Update (J. Chisaki)

Director Chisaki presented the Board with Certificates of Appreciation for participating in on the Strategic Planning Committee. The presentation at the City Council went well. The library is asking for a fully loaded schedule with 5 full-time new hires. The City Manager asked for alternate requests. The first alternate would add 31 hours to the current schedule and the second alternate would add 7 hours. Council was interested in opening three days at the West End Branch so children would have a place to go on school holidays, within the next fiscal year.

### NEW BUSINESS

#### A. Mid-Cycle Update (J. Chisaki)

Director Chisaki requested a grant match for Link+, the increased hours of library operation, and two markers for the Japan Town Historical Walk.

#### B. Friends of the Library (J. Chisaki)

Friends have partnered with the AAUW for a series of author events. They had a series of Black History Month programs in February. They are working on the concert schedule for the fall. The book sale is on the calendar for May 1-3, but can change. They are considering a weekend sale in the Stafford Room or a parking lot sale in August.

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

None

### LIBRARY BOARD COMMUNICATIONS

Vice President Wismar attended the Friends' Soul of the Nation docent presentation and enjoyed it. Board Member McConeghey was hired at the Alameda Sun. In an article written about the Library going fine free, they used the word, "fee" instead of "fine." Board Member McConeghey explained to the publisher the difference between fines and fees, and he corrected the online archive. President Silva attended the author series, the Library's Blacks in Alameda

program and the Friends Communication meeting. Longtime Friends volunteer, John Quick passed away.

#### DIRECTOR'S COMMENTS

Director Chisaki informed the board that Form 700s are due and can be done online. The Ethics training is due by April 1<sup>st</sup>. Coronavirus is a moving target and changes all the time. All events with more than 50 attendees should be postponed or cancelled. Janitorial service was asked to step up cleaning and wipe all surfaces. Children's and Teen programming are cancelled until the end of the month. The Library is working with the City Prosecutor on obtaining a Restraining Order against one of the regular Library patrons that creates disturbances. The Census postcards will go out tomorrow. Links will be on all public computers in the Library. There are only 10 questions. If you don't submit by mid-April, you should receive a paper copy in the mail.

#### ORAL COMMUNICATIONS, NON-AGENDA GENERAL

None

#### ADJOURNMENT

The meeting was adjourned at 7:12 p.m.

Respectfully submitted,

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