



**MINUTES OF THE  
ALAMEDA FREE LIBRARY BOARD MEETING  
WEDNESDAY, JANUARY 13, 2021**

The regular meeting of the Alameda Free Library Board was called to order at 6:01 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 November and December, 2020.
- \*B. Draft Minutes of the Regular Library Board Meeting of November 18, 2020.
- \*C. Modified Library Services Report for the Months of November and December, 2020.
- \*D. Financial Report Reflecting FY20/21 Expenditures by Fund for November and December, 2020.
- \*E. Bills for Ratification for the Months of November and December, 2020.

Director Chisaki reported that the Library's limited reopening plan has been paused after the spike from Thanksgiving. The City is allowing staff to work from home if they can. Library Takeout is continuing as their numbers remain steady. Work has started on the limited reopening plan 3.0 with limited public access on the first floor only. There will be runners to retrieve items from the second floor. Patrons can make appointments and spend an hour in the building to get what they

need. There will be a few computers, and access to the reference librarian. After an hour, patrons will be cleared out of the building and cleaning will be done before the next group enters. The closure has allowed for repairs to be made in throughout building. Three new staff members will start on Tuesday. There is still one Librarian position vacant. The Library's YouTube channel is up and running. The Library received a First Five grant from Alameda County which funded story time kits to give away to children ages 0 – 5 years. They come in multiple languages. Board Member McConeghey mentioned that the Alameda Sun is interested providing local publicity on the National Park Service Japanese American Containment Site Grant Project and the Japantown Historical Markers project. The Alameda Museum will be another outlet for the National Park Service Japanese American Containment Site Grant Project once it's completed. Director Chisaki will let Board Member McConeghey know once we're ready for the Alameda Sun to advertise. Board Member Kearney complimented staff working Library Takeout. Director Chisaki will pass along the compliment on to staff.

There are no changes to the Draft Minutes of the November 18, 2020 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. None

#### NEW BUSINESS

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

The West End branch is having work done to change the landscaping and widen the walkway at the back entrance. The Bay Farm branch's outdoor book return bin has been locked because urine has been poured inside a number of times. Board Member Kearney mentioned the series of talks that the Friends are sponsoring and how incredible they are. Director Chisaki mentioned how with Zoom programs, they are able to get authors from around the country and some of the viewers are from out of the country. The next Friends meeting is on January 25. The Friends had hand written holiday cards for each Library staff member. Since they weren't able to purchase lunches for staff during Library Week in April, they offered to buy the holiday lunch and gave boxed lunches from Togo's with the holiday cards attached.

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

None.

### LIBRARY BOARD COMMUNICATIONS

Board Member McConeghey is attending a lot of the Friends' author talks. Board Member Kearney started reading Sourdough which is a book for an upcoming author talk. President Silva attended the Friends' January Communication Committee meeting and is enjoying the author talks and art docent programs. She also shared that the American Association of University Women has come into some money and has been able to give funding to six different organizations in Alameda, and if anyone knows of an organization in need to let her know.

### DIRECTOR'S COMMENTS

Director Chisaki informed the board that the City is preparing to become a vaccine site, if necessary. Firefighter Paramedics are going out to assisted living facilities to administer vaccines. Most of the City's public safety have been vaccinated.

### ORAL COMMUNICATIONS, NON-AGENDA GENERAL

None

### ADJOURNMENT

The meeting was adjourned at 7:08 p.m.

Respectfully submitted,

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