



**MINUTES OF THE
ALAMEDA FREE LIBRARY BOARD MEETING
WEDNESDAY, MAY 11, 2022**

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

ROLL CALL

Present: Amber Bales, President
Joyce McConeghey Vice President
Dimple Kanji, Board Member
Kathleen Kearney, Board Member
Sara Strickler, Board Member

Absent: None

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

ORAL COMMUNICATIONS, AGENDA (Public Comment)

Lisa Foster, Senior Transportation Coordinator for the City of Alameda, informed the board that a new parking enforcement service will begin on May 23, 2022. This service includes improved parking enforcement at the meters and of time limits in the Park Street and Webster Street areas, which includes Oak Street near the Main Library. Once the program is expanded, enforcement of time limits in the Main Library parking lot will be included. Director Chisaki asked Lisa for the name of the appropriate contact in the Public Works Department to inquire about the size of parking spaces in the main library parking lot. Lisa responded that Alan Ta is appropriate contact.

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 March and April, 2022.
- *B. Draft Minutes of the Regular Library Board Meeting of March 9, 2022.
- *C. Modified Library Services Report for the Months of February and March, 2022.
- *D. Financial Report Reflecting FY21/22 Expenditures by Fund for March and April, 2022.
- *E. Bills for Ratification for the Months of March and April, 2022.

Director Chisaki reported that Assistant City Manager, Gerry Beaudin, was appointed Acting City Manager on May 2, 2022 and will be leaving on May 17, 2022 to become the City Manager for the City of Pleasanton. City Council will discuss in closed session on May 17, a contract for Dirk Brazil to become Interim City Manager. If approved, he will start on May 23, 2022. The budget workshop went well. The library asked to add a full-time position, but it was not recommended to move forward, although increases for contracts, supplies, and services were approved. A request to add a full-time position will be made in the next round. The Peeps Diorama contest brought in more entries than expected which is believed to be due to the Library providing free kits. The Hot Spot program is going well with 22 of 30 being checked out. Karen Butter, President of the Friends of the Library, spoke at the budget workshop and thanked the City Council for giving the Library some of the federal money received to launch the Hot Spot program, and requested if there is any more money to give, it should be given to the library to expand the program. The State Library and the California State Parks gave the Library free day use vehicle passes to use at California State Parks. They can be checked out for three weeks. The Library may receive another six passes in the next two weeks because the program is going so well. The historical marker project is inching forward. The first unveiling of one of the markers is hoped to be held before Council member John Knox White's term ends as he was one of the driving forces to move the project forward. The digital history project is coming along. Some of the library's information is now live on Densho's digital repository. The library has asked for a one year extension on the project, but may not need that long.

The City completed a survey to test the community's temperature for revenue generating measures that may be added to the ballot. Director Chisaki was sent one page of the survey which showed that there was a 16% decrease in satisfaction with Library customer service. Director Chisaki learned that the time frame of the survey was 2020 when the library was closed. At that time, the Library pivoted to online programs and databases, which some patrons did not have access to which explains why there would be a decrease in satisfaction of customer service. The Red Cross presented Director Chisaki with a certificate thanking her for continuing to hold blood drives through 2020. Because the library hosted blood drives through the pandemic, they were able to collect 194 units of blood at those drives. Board Member Strickler asked if the City is planning to resurvey. Director Chisaki doesn't think so because the City Council couldn't agree to move forward to pursue any kind of revenue measure. Some Council members didn't want to spend money for a consultant to redo the survey, and after a lengthy discussion, it didn't move forward. If the City Council decides later to do a revenue measure, there will be new surveying involved.

There are no changes to the Draft Minutes of the March 9, 2022 Library Board Meeting.

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

UNFINISHED BUSINESS

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

Director Chisaki presented the new proposed schedule of library hours with 5 additional hours. This would allow for more children's programming in the morning, and for staff to have a dedicated time for committee meetings. The new schedule would add only an additional \$600 per month in staff time. The new schedule will be implemented with the start of the new fiscal year in July. The Library Board will be voting for the positions of President and Vice President at the July meeting.

NEW BUSINESS

A. Friends of the Library (J. Chisaki)

The Friends are working on a formal grand opening plan for their bookstore. The Café is now open five days per week. Friends are hoping for the concert series to be held in September, October and November, but they are waiting for room occupancy limits to be lifted. Virtual programs continue to be very successful. With permission, the recordings are uploaded to the Friends YouTube channel. There are more views on the YouTube channel than the number of attendees of virtual programs. The book sale at the O'Club will be held on October 21, 22, and 23.

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

A patron complained that the Library's bathrooms do not have accessible door buttons. Director Chisaki was informed by the City Attorney's office that restroom doors do not require automatic doors to open the restroom for access and the director will reply as such.

A patron complained that the parking spaces in the Library parking lot are too small and suggested removing one space to make each space 6" wider. Director Chisaki explained that the spaces are of legal size and there are a required number of spaces to comply with the grant used when the library was being built. Director Chisaki will pass the information along to the patron.

Director Chisaki informed the board that yesterday morning there was a small fire was set in the corner of the parking lot and burned a portion of the fence. Public Works will repair the damaged section of the fence.

LIBRARY BOARD COMMUNICATIONS

Vice President McConeghey asked if there is any book banning going on at the Library and whether there is a policy in place. Director Chisaki replied that there has not been a book

challenge in many years. There is a collection development policy which includes requests to remove materials from the collection. If someone objects to an item, they can submit a request for reconsideration. The policy can be found on the library's website. Board Member Kearney asked what started the Lucy Day collection. Director Chisaki responded that Rosemary Van Lare, Senior Librarian, loved the idea when she was in San Jose and volunteered to start and maintain the collection. Board Member Kearney added that she has been working at the Friends' bookstore and at the last two pop-up book sales. President Bales will be joining the Friends' virtual program as soon as the Library Board meeting ends.

DIRECTOR'S COMMENTS

None.

ORAL COMMUNICATIONS, NON-AGENDA GENERAL

None.

ADJOURNMENT

The meeting was adjourned at 7:04 p.m.

Respectfully submitted,

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