Minutes of the
ALAMEDA FREE LIBRARY BOARD
July 13, 2005

The regular meeting of the Alameda Free Library Board was called to order at 7:00 p.m.

ROLL CALL

Present:	Karen Butter, Board Member Mark Schoenrock, Board Member Alan Mitchell, Board Member
Absent:	Leslie Krongold, President Ruth Belikove, Vice President
Staff:	Library Director Susan Hardie, Secretary Jenna Gaber, Recording Secretary

CONSENT CALENDAR

Board member Schoenrock moved to APPROVE the Consent Calendar. Board member Mitchell SECONDED the motion which CARRIED by a unanimous voice vote.

An asterisk indicates items so enacted and adopted on the Consent Calendar.

A. *Report from Library Director highlighting Library Department activities for the month of July 2005. Accepted.

B. *Draft Minutes of the Regular Library Board meeting of June 8, 2005. Approved.

C. *Library Services Report for the month of May 2005. Accepted.

D. *Report from Finance Department reflecting FY 2004-05 Library expenditures (by fund) through June 05. Accepted.

F. *Bills for ratification. Approved.

UNFINISHED BUSINESS

A. Revised Donor Recognition and Named Gifts Policy – Recommendation to Council.

Now, therefore, be it resolved by the Board of the Alameda Free Library that the Board hereby approves the "Donor Recognition and Named Gifts" policy as revised, and recommends its adoption by the City Council of Alameda.
Library Director Hardie stated that there were 2 revisions in the *Donor Recognition and Named Gifts Policy.*

Board member Mitchell expressed concerns over leaving the decision solely up to the City Manager.

Library Director Hardie stated that anyone can appeal the decision of the City Manager to the City Council. This would avoid having every donation agendized for a City Council meeting.

Board member Scheonrock MOVED approval of the revised *Donor Recognition and Named Gifts Policy*. Board member Mitchell SECONDED the motion which CARRIED by a unanimous voice vote.

NEW BUSINESS

A. Alameda Free Library Foundation (R. Belikove)

Library Director Hardie attended the meeting and noted that the first half of the meeting was discussion of the *Donor Recognition and Named Gifts Policy*. The second half of the meeting was a training session on how to solicit funds.

B. Friends of the Alameda Free Library (M. Skeen)

Molly Skeen stated that the Friends of the Library made $13,000 at their book sale. The Friends feel that having the sale at the "O" Club is a good location for everyone. The next book sale with be the 3rd weekend in October at the "O" Club. The Friends will not meet during the summer so the next meeting will be September 3rd. The Friends are hosting an author event at the Main Library on July 27th.

C. Library Building Watch (L. Krongold)

Library Director Hardie stated that the next Building Watch newsletter will go out tomorrow.

D. Patron suggestions/comments (Speak-Outs) and Library Director's response.

Library director Hardie read 1 input/feedback form regarding: Patron request for the library to purchase more audio books.

ORAL COMMUNICATIONS, NON-AGENDA (Public Comment)

Board member Schoenrock discussed the state budget passing and if we would be receiving Public Library Foundation funding as we did last year. Ms. Hardie replied in the affirmative.

LIBRARY BOARD COMMUNICATIONS

Library Director Hardie stated that BALIS is starting to work on a common integration system for all libraries.

Board member Mitchell discussed several *Library Hotline* articles.

Board member Mitchell asked if there would be a policy developed regarding meeting rooms at the new main library. Ms. Hardie stated that a policy would be developed around the first of next year.

DIRECTOR'S COMMENTS

Library Director Hardie informed the Board that email notification is now working. In addition, telephone notification has begun. Ms. Hardie handed out samples of the new library cards and stated that the library would also have key chain cards later this month.

Library Director Hardie noted that the circulation statistics are being counted differently in the new Horizon system. It looks as if our circulation statistics have dropped by 7½%. Supervising Librarian David Hall will be monitoring this information for the next few months to be sure they are accurate. Staff will be focusing on the West End Branch library for the next few months. Staff will be weeding books and putting out better displays of new books to help increase circulation at that branch.

Board member Schoenrock asked the components of the $150,000 Change Order #1. Ms. Hardie said she would transmit that information to the Board. Board member Butter asked who had decided on the glass staircase panels. Ms. Hardie replied that a request was made by Council Members following a visit to the Santa Clara City Library. Board member Butter said she felt the Library Building Team should have been involved.

ADJOURNMENT

Board member Mitchell MOVED to adjourn the meeting of the Library Board at 7:45 p.m.

Respectfully submitted,

Susan Hardie, Secretary