

**ALBANY LIBRARY BOARD
MEETING MINUTES**

Albany Library, 1247 Marin Avenue
April 25, 2012 7 P.M.

1. CALL TO ORDER – A. Riffer

Board Members present:

Karen Leeburg
Rosalie Gonzales
Robert Lieber
Alan Riffer
Linda Yamamoto
Sarah Whitmer

Leah Flanagan absent

Alameda County Library Staff Present:

Ronnie Davis, Albany Library Manager
Cindy Chadwick, Deputy County Librarian
Darshan Chattha, Financial Services Manager

City of Albany Staff Present:

Judith Lieberman, Projects director
Nir Maoz, KALB

2. APPROVAL OF MINUTES –Minutes from January 2012 meeting were approved unanimously. Motion by Gonzales, and second by Lieber.

3. PUBLIC COMMENT – None.

4. DISCUSSION AND ACTION ITEMS

- a. **Albany Library Report** – R. Davis, Branch Manager. Davis discusses the “Foods for Fines” program. In Albany 30 people participated, and paid off \$156.00 in fines. National Volunteer Appreciation Week was the prior week, and 550 volunteers were honored countywide. There were 47 volunteers in Albany, and Davis thanks all of those who volunteered including the members of the Advisory Board. She describes her visit to the newly renovated N. Berkeley branch library and described it as very charming. She notes that they have a new and apparently very efficient automated check in/out system. She has not noticed any drop off at Albany due to the re-opening of the Berkeley branch. Davis describes a variety of other programs including the Arts program and brown Bag speakers. There is discussion with board members regarding the continued high level of activity at the library.
- b. **Anticipated revenues from Library supplemental tax:** Lieberman distributes the memorandum from Finance Director C. Adams that anticipates revenues of \$709,414 from the two supplemental Albany taxes for FY12/13.
- c. **Proposal for AV Upgrade to Edith Stone Room:** Nir Maoz, KALB program leader, describes the proposal to upgrade the AV system in the Edith Stone room. There is significant discussion by Board members about the pros and cons of the proposal, which is a limited proposal based on the costs associated with a more comprehensive approach. Board members ask about the difference between the two proposals and the impact on cable capabilities for the large hall at the

community center. There is discussion about a stationary camera versus having multiple automated cameras. Gonzales moves to approve the plan as proposed. Yamamoto seconds. Lieber offers a friendly amendment proposing that the City Council also consider additional funding for the full upgrade of the Edith Stone room, due to the impact of this proposal on the filming capabilities in the large hall of the community center, and the desire to film more City Commission meetings. The proposed amendment is discussed at length. Concerns are raised about other needs of the library that the funds might be used for. The amendment is withdrawn by Board Member Lieber. The motion is called to vote and passes unanimously.

- d. **Staffing Levels 2011/12 and 2012/13:** Chadwick introduces Darshan Chattha, Financial Services Manager who discusses the staffing levels. He says that the goal of the 12/13 contract is to fill the vacancies that were left in the 11/12 contract and bring the FTE levels back to 12.74, the level they were at in 10/11. The vacancies, including the children's librarian and a half-time page, should be filled by the beginning of July.
- e. **County Budget for FY2012/2013:** Chadwick and Chattha discuss the proposed FY12/13 budget, which is \$1,717,228, an increase of \$40,044 over the FY11/12 budget of \$1,677,184. They note that the library is not funded from General Funds, and that the proposed budget uses the same amount of City Supplemental Library funds (\$690,000) as last year, without an increase. Board member Riffer requests that the discussion include Agenda Item 5f so that Board members can get an update on the Allocation project before considering the budget.
- f. **County Library Resource Allocation Project:** Darshan Chattha and Chadwick discuss the county allocation project. The County Administrator's office (CAO) currently has two people working on this along with Jean and Darshan. They currently use population, circulation, and revenue from property taxes as the factors. They are adding in other factors as well. Riffer asks about workloads and how that drives staffing levels at the different libraries. Chattha notes that cities that have higher revenue streams such as Dublin and Union City are charged less since they put more into the system. Riffer notes that the base hour allotment is the method by which this discrepancy is addressed, and the contract is for supplemental hours. It is still unclear why the supplemental hour costs are so different between each of the libraries. Board members discuss the way in which the public will be informed of the proposed changes. Chadwick and Chattha note that it would be through the ACLAC (Alameda County Library Advisory Committee). Board member Lieber notes that this committee is not very well attended and meetings are only held in Fremont. Board members express a desire to find a better forum to vet the proposal when it comes forward.

Board members return to discussion of proposed County budget and express their relief that there are not further cuts and that vacancies will be filled. Leeburg moves to recommend that contract to Council for approval as presented, with an update in the staff report regarding the County allocation project. Yamamoto seconds. Vote is unanimous.

- g. **Public Opinion Survey:** Board members note the high approval ratings for library services. Davis states her appreciation of the widespread community support. Board members do note their concerns that the library should not be used as "pull-in" for the proposed sales tax if funds are not going to the library, and request that this be transmitted to Council.
- h. **Library Board Workplan:** Board members request that this be on the future agenda.

6. ANNOUNCEMENTS/COMMUNICATIONS

7. FUTURE AGENDA ITEMS

- County resource allocation project
- Work plan

8. ADJOURNMENT 9:00 pm