

**ALBANY LIBRARY BOARD
MEETING MINUTES**

Albany Library, 1247 Marin Avenue
October 24, 2012 7 p.m.

1. CALL TO ORDER-A. Riffer

Board Members present:

Karen Leeburg
Robert Lieber
Alan Riffer
Linda Yamamoto
Leah Flanagan
Sarah Whitmer

Board Member(s) not present:

Rosalie Gonzales

Alameda County Library Staff Present:

Ronnie Davis, Albany Library Manager
Cindy Chadwick, Deputy County Librarian
Louie Martinez, Administrative Services Officer

City of Albany Staff Present:

Beth Pollard, City Manager
Jeremy Allen, Youth Services Manager
Richard Austin-Castillo, Recreation Projects Assistant
Nir Moaz, Program Leader

2. APPROVAL OF MINUTES POSTPONED-Minutes from May, 2012 meeting are postponed until notes are reconstructed from board members notes.

3. PUBLIC COMMENT-None at this time.

4. PRESENTATION-J. Allen gave an overview of Audio/Video Upgrade of the Edith Stone Room. B. Pollard and R. Davis thanked the Young Bequest. Training for library staff of said equipment takes place October 29. County will pay for upkeep of the Edith Stone Room and Comcast bill.

5. DISCUSSION AND ACTION ITMES

- a. **Albany Library Report**-R. Davis, Branch Manager. Distributed Quarterly Statistical Report. Distributed Five-Year Comparison. Library usage is up 30% with equivalent percentage of staff.

- b. **County Library Report**-C. Chadwick, Deputy County Librarian. Introduces Louie Martinez, Administrative Services Officer.
- c. **County Library Resource Allocation Project**-C. Chadwick reports progress. Next steps/options: 1) Modified Return to Source Cost Methodology-revise standard: Population, Circulation and Gate Count. Weighted standard: Population (50%), Circulation (25%) and Gate Count (25%). 2) Standard Billing Rate-Hourly rate by position that includes both direct and indirect costs associated with Library Services.
- d. **Children's Librarian Hiring**-300 applied for position. Children's Librarian should be hired within the next few months.
- e. **PULSE** (Pop up Library Services)-C. Chadwick states this is a program run by Alameda County to provide support for families who have suffered in the Justice Center. The Alameda County Library is in the beginning stages of creating a remote sight at the Justice Center.
- f. **Strategic Vision Draft**-C. Chadwick reports progress. Have hired a consultant. A. Riffer was elected to represent Albany Library Board's interest and thoughts when consulting with County Strategic Vision Draft between meetings. **1st by L. Flanagan, 2nd by K. Leeburg, unanimous.**
- g. **Future Uses of Young Bequest**-J. Allen spent approximately \$42,000 for Audio/Visual Upgrade of the Edith Stone Room. Approximately \$145,000 of the bequest remains for future Library use. Ideas for uses: multi-bin sorter, RFID, archive management, save money. No decisions were made; discussions will continue.

6. ANNOUNCEMENTS/COMMUNICATIONS-None at this time.

7. FUTURE AGENDA ITEMS

No public comment will be taken on announcement of future agenda items.

- Young Bequest

8. ADJOURNMENT

The Board packet is available for the public inspection at the Albany Library. The agenda can be found on our web page at www.albanyca.org. Please note that if you provide your name and address when speaking before the Board it will become part of the official public record, which will be posted on the Internet.