

**ALBANY LIBRARY BOARD**  
MEETING MINUTES – November 18, 2014

Albany Library, 1247 Marin Avenue, 7 p.m.

1. CALL TO ORDER – Leeburg called the meeting to order 7:05.

**Board Members present:**

Rosalie Gonzales  
Karen McKeown  
Karen Leeburg  
Alan Riffer  
Hank Olson

**Alameda County Library Staff Present:**

Carolyn Moskowitz, Albany Library Manager  
Brian Edwards, Albany Library Circulation Supervisor  
Natalie McCall, Albany Library Teen Librarian  
Cindy Chadwick, Deputy County Librarian  
Carmen Martinez, County Librarian

**City of Albany Staff Present:**

Ronnie Davis, Staff Liaison

2. APPROVAL OF September 20, 2014 MINUTES –Riffer suggested a correction to Item #6 to read “unincorporated” areas. Vote to approve minutes by Gonzales and seconded by McKeown. Minutes were approved unanimously.

3. REVIEW OF CITY OF ALBANY ADVISORY BODY PROCEDURES

Davis reviewed the City procedures for advisory bodies. Anyone wanting to serve on a City board or commission, including current board members, is required to submit an application every two years following a City Council election. Davis urged current board members to consider serving another term. She also encouraged members of the public to stay involved in Albany Library issues by serving on the Library Board. Online applications are available at the City’s website: [www.albanyca.org](http://www.albanyca.org).

4. PUBLIC COMMENT

Leeburg advised the members of the public to limit public comments to items not covered by the collection/weeding agenda item. She also noted that comments specifically related to personnel issues are not appropriate for Library Board meetings.

Public comments included the following: Several people welcomed new Albany Library Manager Carolyn Moskowitz and said they felt a change in the atmosphere of the library since her appointment. Several praised Carmen Martinez and Cindy Chadwick for their responsiveness to the concerns of the Albany community. Several people praised Board Chair Karen Leeburg for her fair conduct of past meetings. People noted that the past year brought out the passion of the people of Albany for their library.

## 5. ALAMEDA COUNTY LIBRARY COLLECTION PHILOSOPHY

Martinez introduced the new Albany Library Manager Carolyn Moskowitz noting her excellent reputation for working with library staff and communities. Martinez said that she appreciated the willingness of the Albany community to move forward on the weeding and collection issues. Chadwick then discussed the specific document, Alameda County Library Collection Philosophy: The Living Library. Chadwick said she welcomed the community's interest in the collection. She also noted that the County Library has respect for the great Albany staff. The document is an internal guideline that will be revised as needs change. Topics that are in the process of being considered include: evaluation of overall materials handling procedures including the Floating Collection model, the role of digital versus print media, and a clearer guideline concerning options for discarded materials.

Public comments: Several people said they appreciated the new document. One mentioned that they agreed with Martinez's idea that a library should be a "sanctuary and a haven" for culture. There was a concern that the CREW guidelines be followed but allow for specific Albany needs. A comment was made that the local poetry collection should be catalogued. Several people asked for clarification about the refresh process for titles that had been discarded and inquired again about the feasibility of getting more information about those titles from the circulation management system. People were pleased with the current good feeling in the library.

Board comments: Gonzales asked for clarification about the "refresh spreadsheet" mentioned in the document. Chadwick said she would check and Moskowitz agreed that she would clarify how input on collection is gathered. Moskowitz said she would look at the cataloging of the poetry collection. She also noted that her business card was available and she would welcome email or face to face meetings if anyone had specific concerns about any aspect of the collection. Riffer asked if the Online Purchase Form could be formatted so when one made a request there was a response. Chadwick said she would look into. Riffer also noted the difference in the collection since collection management was centralized. Moskowitz said that the current Materials Selection Unit was very responsive to specific branch needs. Leeburg commented that Mayor Wile had brought together library staff, Board members and representatives of the community to productively work on the collection issue. The results were good and the library was able to move forward in a positive direction. She thanked everyone for their participation and interest.

## 6. ALBANY LIBRARY REPORT

Moskovitz reported that in two weeks the Albany Library will be fully staffed. Moskowitz introduced Brian Edwards who is the new Circulation Supervisor who said a few words about his long time relationship to Alameda County Library, as a child, and as an adult holding various positions. Moskowitz introduced Natalie McCall who is the newly hired Teen Services Librarian. McCall talked about her background in libraries and her love for literature. Moskowitz said that she has been managing the branch for six weeks and has been impressed with staff's commitment to customer service and the community's "ownership" of the library. Program highlights include a very successful poetry event with 160 people in attendance that was held at St. Alban's Church. The Friends raised \$5678.80 at last weekend's book sale. There is a new program led by Julie Winkelstein to tie in with National Novel Writing Month. The Library will work with the City in an Albany Reads program that will kick off in February with a musical event. The book is *The Immortal Life of Henrietta Lacks*. Other future programs will feature a Lego event and a craft event by local author Elisa Kleven. Moskowitz described a program that will make computer hardware available for check-out in the library.

Public comments: One person voiced their concern about the depth of the fiction collection. Moskowitz reiterated that she is open to specific feedback. Another person asked for clarification

on the availability of library cards to the homeless population. Edwards clarified that homeless people may get library cards through the Alameda County Library with some limitation on the number of items they may check out. Edwards is working on a task force to ensure fairness and clarify these issues. Another patron suggested computer classes to go with the new equipment.

#### 7. ANNOUNCEMENTS AND CORRESPONDENCE

Riffer announced that the Alameda County Library Advisory Commission did not meet in October. The next meeting is scheduled for January 6. The agenda will be posted in the Library and on the Library's website.

#### 8. FUTURE AGENDA ITEMS

Davis said that the next meeting will include the swearing in of the new Board members and the election of new officers. The newly constituted Board will consider a 2015 Work Program for City Council approval. Gonzales asked if there will be updates from the County Library on the various consultant projects and the Strategic Plan. County staff said they would look into that. The Board would also like Albany staff to consider expenditures for the Young Bequest.

#### 9. ADJOURNMENT

Leeburg thanked everyone for their participation and adjourned the meeting at 8:35 p.m.