

ALBANY LIBRARY BOARD
Meeting Minutes May 17, 2016

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

1. CALL TO ORDER – The meeting was called to order at 7:05 p.m. by Gonzales.

Board Members Present:

Rosalie Gonzales
Sarah Levin
Cynthia Hegedus

Alameda County Library Staff Present:

Brian Edwards, Albany Library Manager
Darshan Chattha, Financial Services Officer

City of Albany Staff Present:

Ronnie Davis, Staff Liaison
David Glasser, Director of Finance and Administrative Services

APPROVAL OF MINUTES – March 15, 2016 – The minutes were approved unanimously with no corrections (Levin/Hegedus).

PUBLIC COMMENTS – There were no public comments.

ALBANY LIBRARY REPORT

Edwards updated the Board on new equipment. The Library has replaced the copier with a machine that faxes scans and copies. The kiosk of laptops for use in the library should be arriving at the end of May. Brian demonstrated some of the upgrades to the Edith Stone Room that will enhance KALB programming. There are also improvements scheduled for the staff workroom, including touch screen computers, to increase efficiency. Future programs include a celebration for Asian Heritage Month that will be co-sponsored by the City of Albany.

AGREEMENT FOR LIBRARY SERVICES 2016/2017

a. Projection of Library Tax Funds – Glasser reviewed the revenues of the two library taxes that fund additional library hours. He noted the funds that are collected will continue to have a year end balance of over \$200,000. This maintains a “prudent cushion” of over 20% without having the City Council raise the tax according to the CPI as allowed. Glasser did not recommend raising the library taxes at this time.

b. Contract with Alameda County Library - Chattha explained that Alameda County Library gets a small percentage of the property tax collected in the overall County which is less than .09% and redistributes it to the communities it serves according to an estimate of each city’s property tax. Chattha explained that the “Other County Library” funds that make up the difference between the Albany Library revenues and the expenses come from cost savings in the County Library budget from previous years. Chattha also noted that neither of the tax measures allow for the funds to be used for building improvements.

c. Board discussion – Gonzales noted the almost 50% increase in “Other County Library” funds over the past six years and asked if this should be a concern. Hegedus asked if the current situation could be a housing bubble that might crash and alter the ability of the County to continue to contribute other County funds to the Albany Library. Chattha said the County Library was in good financial health because of the county-wide increases in property taxes and he did not anticipate these funds being diminished in future years. He noted that because the County Library receives funds from all the property owners in the County that a return to source budget is

complicated. At the present time there is no plan to review the County Library's method of financing of base hours and contract hours. A new County Librarian might choose to review the situation. Hegedus asked Edwards if the Albany Library had current unmet staffing needs. Edwards noted that the Albany Library would benefit from a librarian who specialized in programming for older adults. Board members discussed whether to raise the library tax according to the CPI index. It was determined that the increase would yield an additional \$53,000 (approximately) per year which could also be raised retroactively if needed. Levin suggested that the Board not wait too long to enact this increase but noted that this year might not be the best year to do this. It was moved and seconded (Hegedus/Levin) to recommend approval of the Agreement between the County of Alameda and the City of Albany for fiscal year 2016/2017 and to not recommend raising the taxes according to the CPI index at this time. The motion passed unanimously. Davis will summarize the discussion and send a staff report to the Albany City Council. The Council is scheduled to review this at the June 6 meeting.

ALAMEDA COUNTY LIBRARY ADVISORY COMMISSION (ACLAC)

Hegedus distributed a copy of the Alameda County Library Budget 2016/2017 that had been presented at the ACLAC meeting. Hegedus noted that the presentation emphasized the accomplishments of the past year as well as "moving forward" initiatives for 2016/2017. In answer to a question from a member of the public it was noted that the budget information is available on the Alameda County Library website at www.aclibrary.org. Gonzales asked if more of the commissioner positions were being filled and Hegedus said that there are now eight commissioners out of fifteen positions. The next ACLAC meeting is scheduled for July 6 and will include a presentation by Group 4 on the facilities master plan.

ALAMEDA COUNTY LIBRARIAN RECRUITMENT

Gonzales reported that she and Hegedus and Davis had met with Bradbury and Associates who have been hired by Alameda County to recruit candidates for the County Librarian position. The recruitment firm will be meeting with various constituent groups for input including ACLAC which is a public commission. The County expects to hire a new County Librarian in the fall.

ALAMEDA COUNTY LIBRARY MASTER PLAN UPDATE

Edwards presented two documents showing a summary of some of the data collected by Group 4 as well the results of 142 respondents as Albany patrons to a written and online survey about Albany Library services. The survey is continuing and Edwards will update the Board with the final results.

FUTURE AGENDA ITEMS

Board members had no requests at this time for agenda items for the July meeting. Hegedus will report on the July 8 ACLAC meeting.

Gonzales adjourned the meeting at 9:14 p.m.