



ALBANY LIBRARY BOARD MEETING MINUTES

Albany Library, 1247 Marin Avenue
September 24, 2008 7 P.M.

1. CALL TO ORDER – Joan Larson

2. ROLL CALL: - Ronnie Davis

Board Members present:

Joan Larson

Frank Carothers

Peter Goodman

Linda Yamamoto

Members excused:

Janet Fohner

Jewel Okawachi

Leah Flanagan

Alameda County Library Staff Present:

Ronnie Davis, Albany Library Manager

Ann Hammond, Deputy County Librarian

Vivian Jaquette, Teen Librarian

City of Albany Staff Present:

Charles Adams, City of Albany Finance Director

Robin Mariona, Albany Recreation

Albany Library Manager Ronnie Davis introduced Robin Mariona, City of Albany staff assigned to taking minutes for the Library Board going forward. Manager Davis stated she, as the Branch Manager, would continue as the staff liaison. She proposed that the Board meeting packet be distributed to the members electronically in the future, and suggested possibly revising the by-laws to reflect the changes. There would be hard copies of the Board meeting packets available at the Library if necessary, and the proposed changes could be discussed further in December.

3. APPROVAL OF MINUTES – July 23, 2008 – Approval of minutes tabled until the December 3rd meeting.

4. PUBLIC COMMENT: None

5. INFORMATION ITEM: Albany Library Youth Services – Vivian Jaquette, Teen Librarian. Ms Jaquette stated that she had been working in libraries for 10 years and was experimenting and learning ways to work with the Albany community. She stated that she had some success with computer-oriented programs for teens and would present a program called Teen Tech Week again. She stated that she was presenting a workshop to promote library databases to teens, working with volunteers using a brochure she had developed, creating a digital photography display for teens and the Centennial, buying new books and working on a new look for the teen area. She further noted that she had created a one on one computer tutoring class for seniors.

6. ALBANY LIBRARY EFFICIENCY AUDIT- A. Hammond: Ms Hammond stated that library consultant Joe Matthews had been contracted to do an efficiency audit for Alameda County Libraries. The audit would focus on one administrative department and one branch library. Albany had been chosen as the branch for the audit. She stated that Mr. Matthews had asked for information about all of the branches for comparison, but the focus would be on Albany. Mr. Matthews' report would help to improve customer service, staff conditions and help to develop a more cost efficient and businesslike environment. The report would be completed by mid to late October and could be discussed at the December meeting.

7. Discussion and possible action on matters related to the following items, which could include reports and/or proposed resolutions if any:

7-1. Albany Library Report – R. Davis: Manager Ronnie Davis stated that the County exam process for the librarian position had begun, and anyone interested could apply at acgov.org until October 13th. The exams would begin in November. She further stated that there was now another self-check machine at the desk.

Manager Davis handed out the Library calendar of events. She stated that the Solano Stroll had been very successful, and the memorial event for Mary Hartung had been a nice acknowledgment of her contributions. There had also been a successful art-opening event of Dorothy Brown's photos of the City, which would be added to the Albany Library Historical Photograph collection. Manager Davis also mentioned upcoming events including; the annual Friends event with Robert Bard, First Thursday debate viewing and discussion, Brown Bag Speakers Forum and Albany Reads.

Manager Davis stated that she had been working on engaging citywide participation in the Community Events calendar on the City website, July had been the largest circulation of materials and August gate count was up 8.2%.

7-2. Legislative Report – A. Hammond: Ms Hammond stated that there was not much to report, but thanked everyone for their efforts on behalf of Proposition 1A. She noted that lobbyists and legislators had been impressed with the number of letters from Alameda County. She stated that there was no further legislation pending and Alameda County Libraries were OK for the year. Albany Finance Director Charles Adams stated that library funding was often through property taxes and reassessments could be a problem for the County. He stated that hopefully legislators would hold to their budgets.

7-3. Albany Library Board 2008 Calendar – R. Davis: Chair Joan Larson stated that she would like to change the November meeting until December 3rd to discuss by-laws and possibly the County budget timetable if it was available. She noted that members and positions would be changing in January and would like to clean up some issues in December for continuity's sake.

Motion:

Motion to postpone the November 26th meeting to December 3rd made by Peter Goodman and seconded by Frank Carothers. Motion carried all in favor.

7-4. Albany Library Board Work Plan 2008 – J. Larson: Chair Larson stated that she wanted to work on the budget timeline and asked Anne Hammond if the information would be available. Ms Hammond stated that some projected budget information would be available soon. Manager Davis asked if the Board wanted her to prepare a preliminary 2009 work plan. Chair Larson agreed.

7. FUTURE AGENDA ITEMS: Discussion of: Minutes from July and September, the by-laws, the efficiency study, the budget timeline, and 2009 work plan.

Chair Larson asked for a future agenda item regarding the selection and processing of materials by the County.

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

8. ADJOURNMENT

The Board packet is available for 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.