



ALBANY LIBRARY BOARD MEETING MINUTES

Albany Library, 1247 Marin Avenue
January 28, 2009 7 P.M.

1. CALL TO ORDER – L. Flanagan

Board Members present:

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

Alameda County Library Staff Present:

Ronnie Davis, Albany Library Manager
Ann Hammond, Deputy County Librarian

City of Albany Staff Present:

Charles Adams, City of Albany Finance Director
Robin Mariona

2. INTRODUCTIONS - R. Davis

Manager Davis began the meeting with introductions of staff and board members. She stated that she was the staff liaison, prepared the agendas, disseminated information and correspondence for the members. The members and staff present introduced themselves with a short description of how they came to the board or what their staff role entailed.

3. ELECTION OF CHAIR; ELECTION OF VICE CHAIR- L. Flanagan

Motion:

Motion to nominate Leah Flanagan as Board Chair made by Linda Yamamoto and seconded by Robert Lieber. Motion carried all in favor.

Motion:

Motion to nominate Alan Riffer as Board Vice Chair made by Robert Lieber and seconded by Karen Leeburg. Motion carried all in favor.

4. APPROVAL OF MINUTES –December 3, 2008 – L. Flanagan

Motion:

Motion to approve minutes December 3, 2008 made by Linda Yamamoto and seconded by Karen Leeburg. Motion carried all in favor.

5. PUBLIC COMMENT: Joan Larson, former Board Chair, thanked the Board that she worked with, and wished them good luck.

6. ALBANY LIBRARY BOARD – INTRODUCTION – R. Davis

A. Charge: Manager Davis stated that Resolution 9416 formed the Board in 1994. Its charge was to monitor funds and advise the City Council on matters pertaining to the library. The Board was comprised of seven members; one Council member, one member of the Friends of the Library and citizen representation appointed by City Council members.

Meeting Agenda

B.Bylaws: Manager Davis stated that the original members had decided to write their own bylaws. The last addition to the laws was in December 2008. It was decided to add the maintenance of an annual work plan, a liaison and a recording secretary.

There was a short discussion of Robert's Rules and the Brown Act by the Board to clarify communication between members.

C.Work Plan: Manager Davis stated that the work plan had been reviewed at each meeting in the past and was included in the meeting packet. The work plan included what the Board wanted to accomplish in a year, not what the library would accomplish. Some upcoming CALTAC meetings that Board members might want to attend were discussed.

D.Calendar: The next meeting would take place on March 25, 2009. Manager Davis pointed out some events that the Board members may want to attend and stated that she would email items of legislative interest when they came to her attention. Member Riffer requested that the May 27th meeting be rescheduled. It was agreed to agendaize rescheduling May 27th at the March 25th meeting.

Manager Davis stated that she would keep the members informed about library issues and would offer a tour of the library for new members.

7. ALAMEDA COUNTY LIBRARY – INTRODUCTION – A. Hammond

A. Alameda County Library – 2007/2008 – Annual Statistics (will be distributed at the meeting)

Deputy Librarian Hammond gave a brief overview of the County library structure. She stated that there were 10 branches, a virtual online library, a bookmobile and extensive outreach services. Property taxes, utility users, a small amount from the state and contributions from cities supported the libraries. Ms Hammond stated that the County had a fund balance, which would allow the libraries to get through the 2008-2009 fiscal year. She further explained that 60% of money went to employees, 31% to building maintenance, utilities and supplies and 9% to materials.

Chair Flanagan asked for a detailed explanation of the budget when the time came to discuss it, as it had been confusing the previous year. Ms Hammond agreed.

Ms. Hammond stated that with regard to statistics, she noted that in times of economic stress, library numbers tended to rise as people looked for inexpensive ways to spend their time.

It was pointed out that Albany Library always had high usage.

B. Contract Timetable: Ms Hammond stated that a review of the timetable was included in the packet. She stated that tax revenue information would be gathered by the City and provided to the County. In March, the County would provide a proposed budget for the Board to review and adjust for eventual recommendation to the Council.

Member Riffer asked if it was possible for County and City staff to work together to provide robust, useful financial information at the March meeting. Manager Davis stated that it was important to get the projections on time. Chair Flanagan asked that the flow of information be kept moving, so decisions weren't left until the last minute.

8.1 Albany Library Report – R. Davis

Manager Davis stated that circulation was mostly consistent, but the gate count continued to rise, as well as program attendance especially the family sing along. She stated that there had been great financial support from the Friends and ICMA would possibly provide grant funds for wiring the Edith Stone Room for broadcasting. She further pointed out the library calendar of events for February.

8.2 Legislative Report – A. Hammond

Ms. Hammond stated that there was no legislation currently pending,. She stated that Day in the District was coming up on February 6th and she would be willing to bring members that were interested in discussing library issues with Loni Hancock.

Member Lieber asked if there were any issues currently being lobbied. Ms Hammond stated that full funding of the Public Library Fund continued to be an issue, as well as monies taken from the Counties for education, which was part of what libraries did as well.

8. FUTURE AGENDA ITEMS:

Rescheduling the May 27, 2009 meeting, budget information and discussion from Charles Adams, discussion of taking a stand on book tracking by GPS, material selection, roles and responsibilities of the branches and County, membership in the Friends.

10. ADJOURNMENT: 8:35pm

Motion to adjourn made by Member Whitmer and seconded by Member Gonzales. Motion carried all in favor.