



APPROVED: July 22, 2014

CITY OF ALBANY  
ALBANY PUBLIC LIBRARY  
LIBRARY ADVISORY BOARD

June 24, 2014

MINUTES

Board members present: Rosemary Bennett, Kim Brown, Kelley Guilliot, Arwen McGilvra, Anne Taleff and Georgiann Wheeler

Board members absent: Randy Peckham.

Staff present: Ed Gallagher, Library Director and Sheena Dickerman, Administrative Assistant I

CALL TO ORDER

Board Member Georgiann Wheeler called the meeting to order at 5:01 p.m.

APPROVAL OF May 27, 2014, MINUTES

Board Member Arwen McGilvra asked that on page 2, under Old Business, section a., fourth sentence, to remove "Wheeler will contact Browsers" as Wheeler mentioned it but it was not formally decided that she would need to contact Browsers.

McGilvra moved to approve the minutes as amended. Board Member Kim Brown seconded the motion and it passed 6-0.

PUBLIC FORUM

None

MANELA INVOICES

McGilvra moved to approve the Manela as presented. Board Member Rosemary Bennett seconded the motion and it passed 6-0.

LIBRARY FOUNDATION

Bennett stated that the Library Foundation Board had not met this past month. She added that she had participated in the Albany Downtown Association's Passport program. The program is free and 101 families signed up. Families visit various locations in the downtown area, including the Carnegie Library. At each location they receive a stamp on their Passport and at the end of the summer those that participated bring back the stamped Passport to exchange for prizes. Other cities do similar events and charge for the program.

Library Director Ed Gallagher added that the Foundation has purchased a banner for the July 16, 2014, ice cream social, celebrating Carnegie's 100<sup>th</sup> year. The Carnegie Library will be 100 years old on Thursday, June 26, 2014.

Gallagher mentioned that the basement floor project at the Carnegie has been completed. The flooring is a light Marmoleum and is a big aesthetic improvement.

#### LIBRARIAN'S REPORT

Gallagher shared that the Library is participating in the E-rate program. The Library has received funds for telecommunication and is looking to be able to receive a rebate for the Broadband cost. One of the conditions of the rebates is to be in compliance with the Children's Internet Protection Act (CIPA). The City already filters known pornographic sites. The E-rate program will be added to next month's agenda for further discussion.

Gallagher added that statistics are at a record setting high for the Children's Summer Reading Program (SRP). Librarians' Doris Hicks and Barbara Currier have been doing presentations at the schools.

Gallagher mentioned that Helping Hands will be returning this year to do a produce stand. A portion of the produce sold will go the Library. The Helping Hands produce stand will start July 7.

Wheeler asked if the Library was participating in the free summer lunch program. Gallagher replied that the Library had not been contacted regarding participation this year. The Library would have hosted if asked but he is unsure if the program had as many participants here. Board Member Kelley Guilliot mentioned that the Boys and Girls Club and a few other locations had been added.

Gallagher commented that there was a recent retirement party for the Technical Services Librarian II Laurel Langenwalter who had been employed for 20 years at the Library. He added that another staff person would be leaving in August. He shared that employment offers had been made to fill the two part-time Library Aide positions.

Bennett asked if the Friends of the Library (FOL) would be assisting in school libraries being open for the summer. No one thought the FOL would be assisting, but they thought the money from the "Uncorked" event for the Greater Albany Public School (GAPS) family cards was to help entire families to be able to come to the Library. Gallagher thought that Clover Ridge's Library may be open for the summer.

Gallagher said that the Library budget looks to be the same.

#### OLD BUSINESS

- a. Planned Giving Committee report– McGilvra stated that 50 people were in attendance for the first Planned Giving series. Bruce Bailey of Transamerica will be presenting on July 1. The program is presented by Corwin Insurance. A news release has been sent out. She handed out flyers for the Board to pass out (see agenda file). Discussion followed regarding keeping the Planned Giving Series as an annual event.
- b. GAPS family cards – Guilliot said that there were 50 families signed up and 115 children impacted. A couple of letters have been sent out by the schools. Gallagher shared that three

families brought letters in. There are a few barriers that will need to be overcome. He will try and get staff to encourage the families that bring in the letters to spread the word.

NEW BUSINESS

Guilliot announced that she would no longer be the Principal at Tangent. She asked if the Board Members would prefer her to resign from the Board in order to allow another GAPS person be on the Board. Members shared that they appreciate her being a part of the board and would like her to continue.

NEXT MEETING DATES:

July 22, 2014, Regular meeting.

August 26, 2014, NO meeting.

September 6, 2014, Strategic Planning from 10 a.m. to 2 p.m.

ADJOURNMENT

There being no further business, the meeting was adjourned at 5:45 p.m.

Respectfully submitted,

*Signature on file*

Sheena Dickerman  
Administrative Assistant I

*Signature on file*

Ed Gallagher  
Library Director