



APPROVED: \_\_\_\_\_

CITY OF ALBANY  
ALBANY PUBLIC LIBRARY  
LIBRARY ADVISORY BOARD  
JANUARY 25, 2011

MINUTES

Board members present: Rosemary Bennett, Chris Dunn, Ryan Mattingly, Krist Obrist, Karyn Walker, Georgiann Wheeler,

Staff present: Ed Gallagher, Library Director; Kathy Grosso, Administrative Assistant I

CALL TO ORDER

Walker called the meeting to order at 5:03 p.m.

APPROVAL OF DECEMBER 7, 2010, MINUTES

Mattingly made a motion to approve the minutes. Dunn seconded the motion. Motion passed 6-0.

PUBLIC FORUM

None.

MANELA INVOICES

Dunn made a motion to approve payment of the Manela invoices. Obrist seconded the motion. Motion passed 6-0.

LIBRARY FOUNDATION

Gallagher reported the Albany Public Library Foundation Board (APLF) is looking to increase membership as a Board member has recently resigned. Carnegie Librarian Jason Darling attended the last meeting. Gallagher said he previously advised the APLF Board they have access to view the Library's Foundation budget/expenditures, which is found on the City's Dashboard. APLF is anticipating disbursing funds in Fiscal Year 2011/2012 for books and programs, also.

LIBRARIAN'S REPORT

Gallagher reviewed the statistics with the Board. The visits have increased, which is in the 60,000 range. Computer catalog upgrades have been done so that patrons can now access the subscription databases at them, and they're linked to the nearest printers.

Library Resources Coordinator LaRee Bates has worked with the Arts Commission to coordinate the artwork on display.

Gallagher is working on the Library's budget for the next fiscal year. Gallagher distributed a copy of an e-mail from Finance Director Stewart Taylor with a General Fund Target Budget 2011-2012 showing a 3.66% increase for the Library.

The Library will have an in-service day on President's Day, Monday, February 21, 2011. Paul Biwan will be the morning speaker. He will lead the staff in a team-building exercise. Biwan is in the Human

Resources Department at Oregon State University. In the afternoon, there will be exercises in dealing with various issues, i.e., procedures in alarms, someone stuck in the elevator, working with eBooks, etc. If time permits, there will be shelf reading.

Gallagher said he is looking at the annual maintenance charge (warranty) of \$14,000 for the book sorting belt. Gallagher told the vendor that at the end of January 2011 we will discontinue the warranty for the remainder of the fiscal year, which will save \$5,000 and will go to a time and materials for the maintenance of the belt. Gallagher said he's looking at Open Source software in place of our current vendor, SIRSI, in order to save additional money. Open Source is currently in use throughout the state of Georgia and a great portion of eastern Oregon. In the meantime, contract with SIRSI will be on an annual basis rather than long-term.

#### OLD BUSINESS

None.

#### NEW BUSINESS

a. Liaison to Albany Public Library Foundation

The Library Board discussed the option of possibly rotating the attendance at the APLF meetings. Dunn said she would try and attend the next meeting if available. Bennett said she could be available, also.

- b. Gallagher said there was a \$10,000 bequest to be used specifically for Children's materials. Options are to spend it now, combine with another fund specifically for Children's and only use the interest earnings, or try and solicit additional funds in order to send it to the Oregon Community Foundation (OCF), which has minimum amount to set up an account. Benefit of sending it to OCF would that earnings potential would be greater. As far as combining with another fund, Gallagher said he is waiting for a response back from the City Attorney as to whether that is even an option.

NEXT MEETING DATE: February 22, 2011

#### ADJOURNMENT

There being no further business, the meeting was adjourned at 5:57 p.m.

Respectfully submitted,

Ed Gallagher  
Library Director

Kathy Grosso  
Administrative Assistant I