



APPROVED: January 28, 2014

CITY OF ALBANY
ALBANY PUBLIC LIBRARY
LIBRARY ADVISORY BOARD

December 10, 2013

MINUTES

Board members present: Rosemary Bennett, Kim Brown, Christine Dunn, and Georgiann Wheeler
Board members absent: Kelley Guilliot, Arwen McGilvra, and Randy Peckham
Staff present: Ed Gallagher, Library Director and Sheena Dickerman, Administrative Assistant I
Audience: 3 people

CALL TO ORDER

Chair Christine Dunn called the meeting to order at 5:03 p.m.

APPROVAL OF October 22, 2013, MINUTES

Dunn asked questions about the minutes since she had not attended the previous meeting. . She asked if the 5% increase in teen attendance resulted in an increase in E-books. Library Director Ed Gallagher remarked that the majority of E-book readers were adults. The E-book selections were not targeted for teen audiences. He explained that the Library participates in the State Program for E-books, Library2Go. He explained that the Library pays for a few extra E-book titles but has not invested a lot of funds towards E-books. He mentioned that some of the larger libraries host their own platforms and work directly with vendors, such as Random House. It is very expensive.

Gallagher pointed out that in the minutes on the last page it should not say “attend for free”; it should say “attend for cost of airfare”.

Board Member Georgiann Wheeler moved to approve the minutes as corrected, with the removal of “Free...” and replace it with “cost of airfare”. Board Member Rosemary Bennett seconded it. Motion passed 4-0.

PUBLIC FORUM

There was no one from the public.

Gallagher mentioned that a homeless person had told a staff member that they were going to attend this meeting and discuss why those who do not have a permanent address are not allowed to obtain a Library card. He added that when Library items are not returned staff cannot follow up to send a person to collections without an address. The Library is responsible to the tax payer for materials. He stated that the Library still provides free services for those without Library cards; such as, the paperback exchange collection, the internet, coming in to read books and magazines, play chess, etc. Discussion followed; no decision was made. More discussion will take place in the future if necessary.

MANELA INVOICES

Wheeler moved to approve Manela as submitted. Board Member Kim Brown seconded it. Motion passed 4-0.

LIBRARY FOUNDATION

Bennett reported that at the last Foundation meeting they had voted to install the wood doors. They had asked historian restoration expert Allen Nelson about the warping of the doors. He is looking into it.

Bennett shared that for the remainder of that meeting they discussed replacing the linoleum. There was a report created in 2002 that had the parameters for remodeling such as what kind of products can be used, etc. There was a long discussion on what products to use for flooring. Foundation Chair Mark Spence appointed a subcommittee to work on finding out what is acceptable. The hope of the Foundation is that the doors will be hung in time for the "Uncorked" event in February.

NEW BUSINESS

Bennett remarked that she had also attended the Friends of the Library (FOL) meeting in Library Board Members Randy Peckham's absence. It was reported that they had grossed a little over \$9,000 at the book sale. This is approximately the same as last year.

For the "Uncorked" event the FOL have three \$500 sponsors and two sponsorships of around \$100.

Dunn asked if the adults could have a summer reading program. Board Members informed her that there was already an adult summer reading program, but on a lesser scale than the children's summer reading program. Adults submit what they have read by putting their names and titles of the books on slips of paper and putting them in a bucket. Gallagher mentioned that the adults win some prizes and the names were drawn on a monthly basis.

Brown suggested that the Library have a parent/child book club. Members agreed.

Gallagher thanked Board Members Bennett, Brown and McGilvra for representing the Library at the City Hall Open House on December 2, 2013. Brown commented that three members of the community that had stopped by the table shared that they enjoyed using the meeting room free of charge. Another community member was disappointed that he was unable to receive an Albany Library card for living just outside of City limits. She suggested that for next year's open house it would be helpful to have non-resident scholarships applications and volunteer applications for the table. Bennett suggested providing name tags and items to give away. Gallagher thanked them again for serving at the open house.

Gallagher mentioned that the Foundation assisted with the Parlor Tour on Sunday.

LIBRARIAN'S REPORT

Gallagher handed out the Library Calendar and a summary of the November statistics (Exhibits A and B).

Dunn asked if the statistics were based on manual tracking. Gallagher affirmed. He said that the "Q & A's" were "real" questions; for example, "How do you find a legal form?" instead of "Where is the bathroom?"

Gallagher shared that the Library did receive the Library Services and Technology Act (LSTA) grant. It is one of the few library grants that are federally funded. The grant is to invite other libraries to participate in the open source program. He believes that Sweet Home, Harrisburg, and Scio will join the Library's open source program. This would allow a library district to be created in the future. The first year will be for migration and during the second year it will be a courier service to extend to those areas. Wheeler asked if "Holds" would be transported. Gallagher replied that there will be a meeting next week to help solidify some of the details.

Gallagher shared about his trip to Guadalajara to purchase Spanish materials. He hopes that the materials will be on the shelves quickly after receiving them.

Dunn asked if it was in an effort to boost the Spanish collection. Gallagher explained that Latin American publishers only publish a small number of titles and the Library may see only a portion of what materials are available, or may never see them. He stated it was valuable for him to attend and to see what materials the Library was unaware of. His goal was to purchase items that appealed to the Spanish community and not just books that were translated. He spent approximately \$4,000 on materials. He explained the process he went through to purchase books.

Wheeler recommended a news release for when the books arrive. Gallagher agreed.

Gallagher praised the Library staff for working hard during the winter storm.

OLD BUSINESS

- a. Planned Giving Committee Draft Letter – this was postponed until the next Board meeting when committee leader and Board Member Arwen McGilvra could give an update.

NEW BUSINESS

Gallagher shared that FOL President Nancy Powell wants to dialogue about including the Greater Albany Public School (GAPS) boundary in the Library card system.

NEXT MEETING DATE: January 28, 2014.

ADJOURNMENT

There being no further business, the meeting was adjourned at 6:05 p.m.

Respectfully submitted,

Signature on file

Sheena Dickerman
Administrative Assistant I

Signature on file

Ed Gallagher
Library Director