



APPROVED: May 24, 2016

CITY OF ALBANY
ALBANY PUBLIC LIBRARY
LIBRARY ADVISORY BOARD

April 26, 2016

MINUTES

Board members present: Rosemary Bennett, Arwen McGilvra, Anne Taleff and Georgiann Wheeler

Board members absent: Kim Brown, Jean Gritter, and Randy Peckham

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

CALL TO ORDER

Board Member Georgiann Wheeler called the meeting to order at 5:21 p.m.

APPROVAL OF March 22, 2016, MINUTES

Board Member Arwen McGilvra moved to approve the minutes as written. Board Member Rosemary Bennett seconded the motion and it passed 4-0.

PUBLIC FORUM

Librarian I John Flynn introduced himself. He shared that he orders the science fiction selection of books, helps with children's programs, and works at the Reference desk. He has worked at the Library for three years and was a temporary employee for a year and half prior to being employed full time at the Library.

MANELA INVOICES

McGilvra moved to approve the Manela as submitted. Bennett seconded the motion and it passed 4-0.

LIBRARY FOUNDATION

Bennett stated that the Foundation did not meet in April.

THREE BOARDS MEETING

Bennett said the meeting was good. Wheeler agreed. She asked if the Library was to receive more funding, would it be used toward more open hours. Gallagher replied no, it would be used to purchase more books.

Gallagher asked Administrative Assistant Sheena Dickerman to get the notes for the Three Boards meeting from Library Resource Coordinator LaRee Dominguez. Dickerman agreed to do so.

Gallagher added that the Foundation was funding four hours of the Carnegie, coinciding with the Albany Farmer's Market, and the desire is to start mid-to-late June. The Library will see if there is interest for it to be open on Saturday mornings. Bennett shared that Foundation Chair Mark Spence had asked everyone to help support those hours by volunteering. Bennett asked the other Board members to support the effort too by volunteering. Gallagher will let the Board know what is needed.

LIBRARY DIRECTOR

Gallagher mentioned that he spoke at the Kiwanis's meeting. They were the first group to receive the marketing information regarding legacy giving (see agenda file). He commented that the first meeting of the City of Albany Budget Committee is May 10, 2016.

Gallagher shared that Senior Assistant Debra Shadle's replacement is current Library Aide Mardi Hochstetler. Background checks are being done on Hochstetler's replacement. The staff hosted a retirement party for Shadle last Thursday, April 21, 2016. One of the Library Aides had to move to Michigan, so the Library will look for a replacement.

Gallagher said that a decision was made not to pursue the Solar Panel Grant this year. None of the solar agencies responded to staff's request. He added that there are more grants and funding available. He said that the staff was going to take time and apply next year.

Gallagher commented that there was another sewer issue this morning. Trees are needed to be cut as the roots are affecting the sewer system. The landscaping will be replaced. Stutzman Landscaping will do the landscaping where the picnic tables are located. Family members of one of the Library staff members that passed away last fall will be paying for a memorial fountain by the meeting room. It will be on the west side of the bench near the flag pole.

Gallagher stated that the City received grant funding for new security cameras at the Carnegie and a few at the Main branch.

OLD BUSINESS

Gallagher asked Dickerman to order more Legacy Giving flyers (see agenda file). Wheeler asked if the Board could hand them out immediately. Gallagher affirmed. Wheeler suggested that they be handed out at the Saturday Market. Bennett agreed.

NEW BUSINESS

Dickerman explained that staff had asked for specific acceptable identification cards to be listed in Policy 18.1 – Registrations (see agenda file). Discussion followed regarding the different identification cards.

Bennett moved to approve the changes to Policy 18.1- Registrations (see agenda file). McGilvra seconded the motion and it passed 4-0.

Board Member Anne Taleff asked about an email she had received from Dominguez (see agenda file). McGilvra explained that the context of the email was to notify the board members that the American Library Association is having a Virtual Legislative Day. This will be live in Washington DC and the registration is online. Gallagher added that it takes a simple click to sign your name. He suggested that if they had any issues to contact Dominguez. Discussion followed about Library Legislative Days. No decisions were made.

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McGilvra asked for a count of how many patrons visit the Library's website for the May meeting. Gallagher will bring the statistics to the May meeting.

NEXT MEETING DATE: May 24, 2016.

ADJOURNMENT

There being no further business, the meeting was adjourned at 5:58 p.m.

Respectfully submitted,

Signature on file

Sheena Dickerman
Administrative Assistant I

Signature on file

Ed Gallagher
Library Director