



APPROVED: June 27, 2017

CITY OF ALBANY
ALBANY PUBLIC LIBRARY
LIBRARY ADVISORY BOARD

May 23, 2017

MINUTES

Board members present: Rosemary Bennett, Steve Borst, Kim Brown, and Georgiann Wheeler
Board members absent: Janel Bennett, Jean Gritter and Arwen McGilvra
Other: Colleen Keller, Friends of the Library President
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 5:06 p.m.

APPROVAL OF April 25, 2017, MINUTES

Board Member Kim Brown moved to approve the minutes as written. Board Member Steve Borst seconded the motion and it passed 4-0.

PUBLIC FORUM

Friends of the Library (FOL) President Colleen Keller shared that the next meeting will be in September. She shared that membership funds were up by \$185 this year. She added that the FOL *Uncorked* event netted \$8,200. The FOL received a request for \$9,408.80 from the Library Youth Services. The FOL will transfer \$15,000 to the Library.

Library Director Ed Gallagher asked if Keller wanted the Library Board to be looking for sponsors or volunteering for next year's *Uncorked* event. Keller replied that the FOL would welcome any assistance. She added that "Word of Mouth" helps get the event out there.

MANELA INVOICES

Board Member Rosemary Bennett moved to accept the Manela as presented. Brown seconded the motion and it passed 4-0.

LIBRARY FOUNDATION

Bennett read the Foundations minutes from the last meeting (see agenda file). She added that the Central Albany Revitalization Area (CARA) was planning streetscape to improve the downtown area.

Bennett shared that there will be a story time at the Carnegie every Saturday, during the summer, starting June 3, 2017. She thought this would bring more people to the Carnegie Library.

LIBRARY DIRECTOR

Gallagher said that the next staff meeting would be dedicated to the Summer Reading Program (SRP). The official start date is June 1, 2017. He added that Administrative Assistant I Sheena Dickerman is recruiting and hiring new temporary workers to help with the Children's programs and prizes. Currently the Library has hired a couple of temporary workers to help with the Circulation desk.

OLD BUSINESS:

- a. Foundation/Friends of the Library Twitter account- Gallagher thought that the Foundation and FOL could explore using social media more robustly than the Library could. Social media is more constrained for the City of Albany He added that Library Board Member Arwen McGilvra is a technology person and may help with the Foundation. Brown mentioned that the FOL members and other patrons may not be on Twitter. Keller thought it might bring in a younger crowd. Gallagher added that the main goal is to use social media to the maximum communication with patrons.
- b. Policy 8.1, General Facility Use Policy, (see agenda file). – Gallagher added that he would like to see 8.1 Section 8 removed. No decision on that portion was made. Staff will bring this back to another meeting.

Borst made a motion to approve the changes as presented. Brown seconded it and the motion passed 4-0.

NEW BUSINESS:

- a. Policy 7.1, Fees (see agenda file) – Gallagher read an email from Head of Circulation Mardi Hochstetler requesting the changes and why (see agenda file).The board affirmed that the changes were a good idea.

Brown moved to approve the policy changes as presented. Bennett seconded it and the motion passed 4-0.

NEXT MEETING DATE: June 27, 2017

ADJOURNMENT

There being no further business, the meeting was adjourned at 5:53 p.m.

Respectfully submitted,

Signature on file

Sheena Dickerman
Administrative Assistant I

Signature on file

Ed Gallagher
Library Director