

**BENICIA PUBLIC LIBRARY  
BOARD OF LIBRARY TRUSTEES MEETING  
JANUARY 13, 2015  
MINUTES**

**Call To Order**

Board Vice President Carole Nail called the meeting to order at 6:30 p.m. in the absence of Board President Mary Eichbauer.

Board Members Present: Mary Goshert Ekenstam, Carole Nail, and Ruth Workman

Present Via Skype: Mary Eichbauer

Absent: Sandra Summerfield Kozak

Staff Present: Diane Smikahl, Library Director and Toni Yosick, Board Secretary

**Notice of Fundamental Rights**

Board Vice President Nail read the prepared notice.

**Approval of Agenda**

On motion of Board Member Workman, seconded by Board Member Ekenstam, the agenda was unanimously approved as presented.

**Approval of Minutes**

On motion of Board Member Workman, seconded by Board Member Ekenstam, the minutes were unanimously approved as presented.

**Report from Board President Eichbauer**

Board President Eichbauer said she hopes to be back next month.

**Reports by Library Director Smikahl**

**A. Update on Library Council Items**

Director Smikahl said that the only upcoming item she has for the City Council will be the National Library Week Proclamation in April.

**B. Budget Meetings start soon**

Director Smikahl said that budget preparation has started.

**C. Arts and Culture Commission (BACC) Update**

- **Wind, Water, Land-** Has been approved and accepted by the City Council last week. The art is beautiful. There will be a reception on March 21, 2015.
- **Hatofsky Reception January 30, 2015 from 6-8 p.m.** Director Smikahl said the paintings have been installed. They are covered by canvas and will be unveiled during the reception.

**D. Building Update**

Hatofsky Art has been installed.

**E. Staffing Update**

- Director Smikahl said that she has reclassified Helaine Bowles from Library Technician I to Library Technician II.

- Reviewing number of FTE with Finance Department/Director. Director Smikahl will meet with the Finance Director this week with regarding staffing. She would like to request 2 half-time positions.

**F. Correspondence/Articles/Other**

Director Smikahl said the final Integrated Library Systems review by SNAP will occur this week during a demonstration of the CARL system. The Directors will meet on January 30, 2015 to make a decision on which system fits best. It will be at least six months to change over and migrate. Ideally, the migration would occur prior to the start of fiscal year 2015, but this will require a quick turnaround and implementation than is usual.

**Approval of Library Financial Reports – December, 2014**

Brief discussion was held with regard to the financial reports. The numbers do not add up and they are confusing. Director Smikahl will work on a way to make these reports easier to read.

On motion of Board Member Ekenstam, seconded by Board Member Workman, the December financial reports were unanimously approved.

**Report from Literacy**

Board Members commented on the nice reports Ms. Shields prepares.

**Report from Board Liaisons**

**A. Report from Art Gallery Advisory Committee Liaison**

Board Member Ekenstam referred to the art gallery schedule included in the packet.

**B. Report from Friends Liaison**

Vice President Nail said Saturday's book sale brought in \$4,373. The Friends Board meets Wednesday evening.

Ron Arrants is not sure if he wants to continue the teacher's sales. August brought in \$107, September \$81, and October \$137.

**C. Report from Library Foundation Liaison**

Director Smikahl said that the Foundation met last Wednesday. Their current fundraising plan is to sell Little Free Libraries kits. The Foundation would like to sell the kits at the August Friends book sale.

**D. Report from Poet Laureate Committee Liaison**

Board President Eichbauer, via Skype, said that the Love Poetry Contest is in the process of being judged.

**E. Report from Historical Museum/Historical Society Liaison**

Board Member Workman said there is no total yet for the Christmas tree sales, but they reported that sales were very good.

The VOENA concert had good attendance, but the Museum did not make much money.

The New Year's potluck was great and a lot of fun.

The Golden Bough Concert will be held Saturday, January 17, 2015, 8-10 p.m.

Director Smikahl said the Rotary Chamber Mixer will be held at the Camel Barns.

Harry Wassman had a mild stroke, but is expected to leave the hospital today and he is doing very well.

### **Old Business**

#### **A. Approval of Library's Annual Report**

Director Smikahl said the library had a great year last year. The new people counter is very helpful in providing accurate data. Board Members liked the report and the information included was easy to understand.

On motion of Board Member Ekenstam, seconded by Board Member Workman, the Library's Annual Report was unanimously approved.

### **New Business**

#### **A. Election of Officers**

Board Member Ekenstam nominated Board Member Eichbauer as President, seconded by Board Member Workman, nomination carried unanimously.

Board Member Workman nominated Board Member Nail as Vice President, seconded by Board Member Ekenstam, nomination carried unanimously.

#### **B. Educational Calendar January 2015 – Circulation**

Board liked Ms. Falltrick's report. Excellent job.

Board Member Nail asked if staffing changes helped Ms. Falltrick. Director Smikahl said yes, that Ms. Falltrick has reported that it was very helpful.

Director Smikahl said Ms. Martinez-Coyne is doing a great job.

### **Public Comment**

Board Member Workman said there will be a Women's Conference on January 24<sup>th</sup>, with many different speakers discussing a variety of topics intended to educate and empower women. The Conference Keynote speaker will be Supervisor Seifert. The cost of the event is \$10 per ticket, which includes lunch. Tickets are available through Soroptimist members or through [Brownpapertickets.com](http://Brownpapertickets.com).

Board Member Workman said the Library's Winter Concert was really good this year.

Board Member Nail shared an article about Mark Zuckerberg challenging people to read a new book every other week or 25 books per year. Basically, put down the I-pad and go to the library and get a book.

Board President Eichbauer said that Rose Russell is under the weather with heart issues. Give her a call or send her a note.

**Items for Next Agenda**

Policy Review (Ongoing)

**Next Meeting**

Tuesday, February 10, 2015 at 6:30 p.m.

Board Member Ekenstam said she is unable to be at the February meeting.

**Adjournment**

Vice President Nail adjourned the meeting at 7:12 p.m.