

**BENICIA PUBLIC LIBRARY  
BOARD OF LIBRARY TRUSTEES MEETING  
FEBRUARY 11, 2014  
DRAFT MINUTES**

**Call To Order**

Board President Eichbauer called the meeting to order at 6:30 p.m.

Board Members Present: Mary Eichbauer, Mary Goshert Ekenstam, Carole Nail, Sandra Summerfield Kozak, Ruth Workman

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

**Notice of Fundamental Rights**

Board President Eichbauer read the prepared notice.

**Approval of Agenda**

Board Member Nail asked that Items 9A and 10C be moved to follow Item 5, as Gail Hengst from the Art Advisory Committee was here to speak.

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

**Approval of Minutes**

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

**Report from Board President Eichbauer**

Board President Eichbauer had no report.

**Item 9 A, Report from Art Gallery Advisory Committee Liaison**

- **Art Gallery Advisory Committee Policy**

Board Member Nail stated a new exhibit was just installed and the last exhibit was very nice as well.

Board Member Nail introduced Gail Hengst, Chair of the Art Gallery Advisory Committee.

Board President Eichbauer asked Ms. Hengst to thank the Committee for filling the gallery with such beautiful things.

**Item 10 C, Art Gallery Selection Process**

Brief discussion was held with regard to soliciting committee member applicants. A suggestion was to put an ad in the Benicia Herald.

The Library Director said she spoke with the City Attorney who would prefer that the committee does not solicit through advertising. Instead, she suggested sending the information to Donna Beth Weilenman from the Benicia Herald and having her prepare an article about the openings.

Another suggestion was to put the opening on the Community Calendar. The Library Director said she thought that would be fine. She will talk to Fran Martinez-Coyne, as she submits the Calendar items for the Library.

Board President Eichbauer said that she is interested in knowing what is allowed because of the need to create a Poet Laureate Committee.

The Library Director said she will follow-up with the City Attorney on this recruitment issue.

### **Appointments of Board Liaisons**

Board Member Nail requested to be rotated off the Art Gallery Advisory Committee. Board President Eichbauer said the Friends Liaison position is open.

Board President Eichbauer appointed Board Member Nail as the Friends of the Library Liaison.

Board President Eichbauer appointed Board Member Ekenstam as the Art Gallery Advisory Committee Liaison.

### **Reports by Library Director Smikahl**

#### **A. Update on Library related Council Items**

- The Library Director said the City Council approved the Library annual report last Tuesday.

#### **B. Update on Arts and Culture Commission (BACC)**

- The Library Director said the next BACC meeting is on February 13, 2014.
- The BACC is very happy the City Council approved the public art piece.
- The Library Director said there is a possibility of a donation from Hatofsky. It is a very large piece that will be displayed in the center of the library and could be hung from the upper beams.
- The Library Director said Helaine Bowles is working with the Arts and Culture Commission on organizing the Film Festival. It will be held on the first weekend in April. More information to follow.

#### **C. Solano Napa & Partners Update**

- The last meeting was held on January 17, 2014. The next meeting will take place on March 14, 2014. A Joint Powers Agreement (JPA) has gone to the partners for review, then it will go to the Cities for Council/Board approval.
- LinkPlus will be added into the next budget. This service will help with placing holds which will help patrons and staff.
- People from CARL will be here next Friday, February 21, 2014. The Library Director said that she and Anita Falltrick will meet with them to review reports produced by that system.

#### **D. Correspondence/Articles/Other**

- The Library Director said during the last rain, two very small leaks were reported in the north alcove.
- The Library Director informed Board Members of Daveta Cooper's illness. She is doing well.
- The Library Director said staff is busy training new Library Assistants and Department Aides who will mainly be substitutes for illness, vacations, etc.

### **Approval of Library Financial Reports**

Board Member Nail questioned the "State Funded" line on the Management Report. The Library Director said she is sure both checks had been sent in. She will follow up with the Finance Department.

On motion of Board Member Nail, seconded by Board Member Workman, the Library Financial Reports were unanimously approved as presented.

### **Report from Literacy**

Board Member Workman said she enjoys the literacy updates.

## **Report from Board Liaisons**

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

This item was moved up and discussed after Item 5.

Board Member Ekenstam was appointed as the Art Gallery Advisory Committee Liaison.

### **B. Report from Friends Liaison**

Board Member Nail was appointed as the Friends Liaison.

### **C. Report from Library Foundation Liaison**

The Library Director said the fashion show went very well, with approximately 45 in attendance. Helaine Bowles hosted the event.

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

Board President Eichbauer said the Poet Laureate's final report is included in the board packet.

Board President Eichbauer said she attended the Poetry Out Loud event, and it went very well. The Toastmasters have been working with the high school students, and it really shows. Board President Eichbauer would like to get the Poetry Out Loud program to be a school function.

Board President Eichbauer said that Joel Fallon and Robert Shelby have submitted applications to be considered for the Poet Laureate Committee.

The Poet Laureate Policy will be brought back for minor revisions at the next meeting.

### **E. Report from Historical Museum Liaison**

Board Member Workman said that on February 23, 2014, the Benicia Historical Museum is opening an exhibit featuring "Stumm's Postcards – Views of Benicia and Beyond." They will also have a speaker from the San Francisco Postcard Society.

Board Member Workman reminded the Board Members that the Historical Museum and Historical Society are two separate entities. She would like to liaise between the Library Board and both of these organizations.

## **Old Business**

### **A. Food for Fines – staff suggestion**

Board Members reviewed the "Fine Free" background information that was included in the Board packet. Discussion was held with regard to space for a donation barrel, staff handling so many items, teaming with a Food Bank, etc.

The Library Director will talk to staff to see how they feel about doing this. She will also have staff check with the Food Bank and CAC to see if they would be willing to co-sponsor this program.

Board Members were asked to email the Library Director if they thought of any further suggestions for this proposed program.

The Library Director reminded the Board that the staff always keeps the community in mind.

**B. Approval of Draft Letter in Support of Governor’s Proposed Budget related to High-Speed Internet Access.**

The Library Director said she has been waiting for an update from the California Library Association (CLA) in regard to the Governor’s approval of funding for part of the High-Speed Internet Access. Her suggestion was to prepare a letter for the Board to approve at the next meeting, once more information and a proposal for action arrives from CLA.

**C. Art Gallery Committee Selection Process**

This item was heard after Item 5 above.

**New Business**

**A. Appointments to Board Liaisons**

This item was heard after Item 5 above.

**B. Educational Calendar February 2014 – Public Internet Computers**

Board Members said they enjoyed the report and asked the Library Director to thank Ms. Falltrick.

**Public Comment**

The Library Director said the League of Women Voters is hosting a “Meet Your Officials Night” on Friday, February 21, 2014 at the 621 Gallery beginning at 5:00 p.m. Board Members are invited.

**Items for Next Agenda**

- Art Gallery Policy
- Poet Laureate Policy
- Letter to Governor
- Food For Fines
- Poet Laureate Applications Review

**Next Meeting**

Two Board Members are unable to attend the March 11, 2014 meeting.

On motion of Board Member Nail, seconded by Board Member Workman, the next Board meeting will be held on Tuesday, March 18, 2014 beginning at 6:00 p.m.

**Adjournment**

Board President Eichbauer adjourned the meeting at 8:00 p.m.