

**BENICIA PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES MEETING
MAY 20, 2014**

Call To Order

Board President Eichbauer called the meeting to order at 6:00 p.m.

Board Members Present: Mary Eichbauer, Mary Goshert Ekenstam and Carole Nail

Board Members Absent: Sandra Summerfield Kozak and Ruth Workman

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

Notice of Fundamental Rights

Board President Eichbauer read the prepared notice.

Approval of Agenda

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

Approval of Minutes

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

Report from Board President Eichbauer

Board President Eichbauer had no report.

Reports by Library Director Smikahl

A. Update on Library related Council Items

Items that will be heard by the Council in the next few months include Council consideration and review of the Benicia Old Town Theatre Group funding¹ and placement of temporary art in the Waterfront Park. Library items to be heard in the near future will include a request for the Council to approve the Literacy grant funds and approval of a new SNAP Joint Powers Agreement in July or August.

B. Update on Benicia Arts and Culture Commission (BACC)

The Arts and Culture Commission (BACC) met last week. They will be presenting their annual report at tonight's Council meeting (5/20).

C. Solano Napa & Partners Update (SNAP)

The SNAP Directors will meet for an update on the status of the Request for Proposal submitted by Solano County on behalf of SNAP for a new Integrated Library System (ILS). The new system would potentially replace Carl.X (the current system). In addition, the SNAP Directors have worked through most of the details of creating a new Joint Powers Agreement between the agencies: this document will have to be approved by the City Council, but will be brought to the Board prior to it going to Council.

D. Staffing Update

The Library Director said that Staff interviewed three people for the Safety Coordinator position last Friday. All three candidates were good, but one was exceptional and will be offered the job.

¹ Benicia Old Town Theatre Group lost its non-profit status and has still not re-established 501 (c)(3) status. This is of concern to the Council as they receive grant funding through BACC.

E. Innovation Grant Update

The Library Director said she received approval for the signs and will be ready to put the first set in place as soon as it is completed.

F. Correspondence/Articles/Other

The Library Director said Food for Fines is this week. Staff is gathering quite a few statistics on the program. Board Members said they will be very interested in seeing the statistics.

Approval of Library Financial Reports

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

Report from Literacy

Board Members enjoyed the report prepared by the State Library as well as the report by Literacy Technician Bette Shields.

Report from Board Liaisons

A. Report from Art Gallery Advisory Committee Liaison

Board Member Ekenstam said the Committee worked very hard last night. They worked on the call for artist's invitation and application. In addition, they created a checklist for the "Library Art Gallery Committee Liaison Duties" and the "Art Gallery Liaison Selection Process".

B. Report from Friends Liaison

Board Member Nail said that the Friends Board met after the last Library Board meeting. The May bag sale brought in \$4,800: that's 400 bags of books!

Board Member Nail said that the new Friends Board President, Jean Walker is doing a good job.

Board President Eichbauer said that she is a Friends Board Member and the Friends are working on updating their by-laws. The committee working on this is planning to propose a changed definition of Board Member votes versus membership votes. Once the changes are approved by the Friends' Board, the revised bylaws will come back to the Library Board as an information item.

C. Report from Library Foundation Liaison

Board Member Summerfield Kozak was absent.

The Library Director said that the Dessert Wars event was lots of fun and the Foundation made over \$300.

D. Report from Poet Laureate Committee Liaison

Board President Eichbauer stated that two applications have been received. The deadline for applications is 6/1/14. The Library Board will hear the committee recommendation at the June meeting, appoint a Poet Laureate, then the appointment will go to the City Council for ratification.

E. Report from Historical Museum/Historical Society Liaison

Board Member Workman was absent but provided a written report.

Old Business

A. Appointment of Michele Rowe-Shields to the Art Gallery Advisory Committee

Board President Eichbauer asked Board Member Goshert Eckenstam if the Board needed to meet and interview this candidate. Board Member Goshert Eckenstam said no, the candidate shines and will be a good fit for the Committee.

A motion was made by Board Member Goshert Eckenstam to appoint Michele Rowe-Shields to the Art Gallery Advisory Committee. The motion was seconded by Board Member Nail and unanimously approved.

New Business

A. Approval to extend library hours during High School Finals Week

The Library Director said that Allison Angell and Brandi Bette Smead have wanted to do this for a long time and there are no costs associated with extending the hours.

A motion of Board Member Goshert Eckenstam, seconded by Board Member Nail, to keep the Library open one extra hour for three nights during High School Finals Week. Motion carried.

B. Educational Calendar May 2014 – Technical Services

A brief discussion was held with regard to who OCLC is and what they do.

Public Comment

No public present.

Items for Next Agenda

Action/Information: Review outdated Circulation Policy

Action: Library Director -- Report on SNAP

Action: Poet Laureate Appointment

Information: Library Director – Update on Sustainable Community Services Strategy (SCSS)

Next Meeting

Tuesday, June 10, 2014, 6:30 p.m.

Adjournment

Board President Eichbauer adjourned the meeting at 6:36 p.m.