

**BENICIA PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES MEETING
JULY 9, 2013**

MINUTES

Call to Order

Board President Eichbauer called the meeting to order at 5:01 p.m.

Board Members Present: Mary Eichbauer, Sandra Summerfield Kozak, Carole Nail, Mike Radesky, and 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

On motion of Board Member Radesky, seconded by Board Member Summerfield Kozak, the agenda was unanimously approved as presented.

Approval of Minutes

Board Member Nail had a few corrections to the minutes. Page 2, item E, add "d'Huart"; Page 3 add "teen" volunteers. No hyphen in Sandra Summerfield Kozak's name.

On motion of Board Member Summerfield Kozak, seconded by Board Member Nail, the minutes were approved as amended.

Report from the President, Mary Eichbauer

None.

Report by Director, Diane Smikahl

Arts and Culture Commission (BACC) update: The Library Director said the Benicia Arts and Culture Commission was on the Parks, Recreation, and Cemetery Commission's (PR&CC) agenda on Wednesday, June 19th to present a request for a recommendation to use the Community Center as the site for the public art piece. Unfortunately, the PR&CC did not have a quorum, so the item will be heard at their August meeting. If the PR&CC agrees to recommend the site to Council, the Arts and Culture Commission will present the project to the City Council in the fall.

The Library Director said that the Arts and Culture Commission has a representative on the Waterfront Park Planning Committee, so she has been helping on the project as well. The hope is for the project to incorporate a substantial piece of public art, ideally planned into the project early on rather than being added towards the end.

Council activities update: The Library Director said the budget process is underway. The Council will meet the next two Tuesdays: 7/16 and 7/23.

The Library Director said she budgeted \$20,000 for Literacy funding from the State Library. She will bring the Literacy Grant information to the August meeting for Board approval and then it will go to the City Council.

Building update: The roof repair has been completed.

Correspondence/Articles/Other –

The Library Director said that she was in Napa today meeting with St. Helena, Napa, Colleges and Dixon. They met to see what they will need and want to see in the consortium. They heard a presentation by Polaris on its Integrated Library System. The Library Director said she likes Marin.net's organizational structure and thinks it might be a viable model for SNAP to use. In this model, one staff person would be hired by SNAP to oversee the consortium work, and NorthNet would serve as the fiscal agent so that we would not need to form a Joint Powers Authority. There are several goals leading to the restructuring, but probably the most important one is to save money and to use the funds that are saved for additional resource sharing opportunities.

Approval of Library Financial Reports

Board Member Radesky referred to Page 54, Capitol Projects – Library. \$66,000 was budgeted in the account and not used. The Library Director said these funds were allocated for a city-wide project that has been postponed.

On motion of Board Member Radesky, and seconded by Board Member Workman, the Library Financial Reports were unanimously approved.

Literacy Report

No discussion.

Report from Board Liaisons

A. Report from Art Gallery Advisory Committee Liaison

Board Member Nail shared the Call for Artists card that is being sent through social media. Entries close on September 1st. In addition, postcards are being distributed around town.

B. Report from Friends Liaison – Board President Eichbauer said that the Friends is meeting tomorrow evening and the book sales are this weekend.

C. Report from Library Foundation Liaison – Board Member Radesky said the Foundation's Anniversary celebration was a huge success.

Board Member Radesky said there is a fundraiser on July 17th. The First Street Café will donate 20% of its breakfast, lunch and dinner sales to the Foundation.

The Library Director thanked Board Members for attending the Foundation's fundraiser on June 21st.

The Library Director said that Fran Martinez-Coyne is working on having Dona Benicia's great granddaughter, Martha Ann Francisca Vallejo-McGettigan, back to give a program at the Library.

D. Report from Poet Laureate Committee Liaison – Board President Eichbauer outlined the yearly report prepared by Lois Requist, Poet Laureate.

Board President Eichbauer said she met with Ms. Requist last month. Ms. Requist told her about the microphone that was purchased by Ronna Leon. She said that microphone is not compact and not easy to handle. Ms. Requist went ahead and purchased a more compact microphone. She advised Board President Eichbauer that the Library did not reimburse her for that system. Board President Eichbauer referred to a \$100 donation made by Alice Salerno last fall that was designated to help with the purchase. Board President Eichbauer would like to see Ms. Requist reimbursed.

Board President Eichbauer said Ms. Requist doesn't feel she is part of the Library community. She would like staff to be more interested and attend the programs that she holds in the library. The Library Director explained with the staff shortages that we have incurred, staff just does not have the capacity to do that.

Board President Eichbauer referred to her e-mail included in the Board packet. She had asked Ms. Requist about the wet exhibit. Ms. Requist said it is about the importance of water in California.

- E. **Report from Liaison to the Historical Museum** – Board Member Workman said she talked to Elizabeth d'Huart. Ms. d'Huart just wants to make sure that she is included in the process. Discussion was held with regard to who is the lead agency for the grant. The Library Director provided clarification: the Library applied for an Innovation Grant from the NorthNet Library System, the money was granted to the Library, and she is responsible for the project. Bonnie Silveria has been working for the Library to provide some audio recordings that will be used in the project; Anita Falltrick has been working on creating webpages, and the Public Work Department is assisting with the signage. The project will conclude in June 2014.

Old Business

A. Frequency of meetings – Discussion by Board

Board Member Nail said this item was brought back for Board President Eichbauer's input. Board President Eichbauer said that the Board meets at the perfect frequency to conduct its business.

New Business

A. Education Calendar July – Budget and staffing

Board Members thanked the Library Director for her detailed report.

B. Master Fee Schedule – Addition of \$1.00 fee for ear-buds.

The Library Director said that ear-buds have been requested by our patrons and that adding these items would improve our service.

A motion was made Board Member Nail, seconded by Board Member Workman, to add a \$1.00 fee for the purchase of ear-buds to the Master Fee Schedule. Motion carried.

Public Comment

None.

Items for Next Agenda

Budget Guide

Art Gallery Policy

Next Meeting

Tuesday, August 13, 2013, 6:30 p.m.

Board President Eichbauer said she will not be able to attend the September or October meetings.

Board Member Radesky said he will not be able to attend the August meeting.

The Library Director informed the Board that this may be Board Member Radesky's last meeting, as the Council is preparing to interview the applicants for his position. The Board thanked Board Member Radesky for his many years of service.

Adjournment

Board President Eichbauer adjourned the meeting at 5:52 p.m.

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