

**BENICIA PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES MEETING
AUGUST 12, 2014
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 and Ruth Workman

Board Members Absent: Sandra Summerfield Kozak

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

Public Present: Patty Gavin, Benicia Arts & Culture Commissioner, Chair Public Art Committee.

Notice of Fundamental Rights

Board President Eichbauer read the prepared notice.

Approval of Agenda

A motion was made by Board Member Nail, seconded by Board Member Goshert Ekenstam, to move Item 10E on the agenda to follow Item 4. Motion carried unanimously.

Approval of Minutes

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

Old Business, Item 10A Hatofsky Art Donation

Board Members welcomed Patty Gavin, Chair of the Public Art Committee of the Benicia Arts and Culture Commission. The Public Art Committee and the Arts and Culture Commission feel it is a great honor to have the opportunity to place the works of Julius Hatofsky in the Library, and on behalf of the Committee and Commission, Ms. Gavin urged the Board to approve acceptance of these works.

The Library Director said the City Attorney is working on the contract. ABAG will insure the pieces under the City's existing policy, but there needs to be an appraisal of the works which will cost approximately \$1,100. Brief discussion was held.

Board Member Nail made a motion to recommend to the City Council to accept the pieces offered for long term loan with the caveat that fees for expenses are independently obtained. Motion was seconded by Board Member Goshert Ekenstam and unanimously carried.

Board Members thanked Ms. Gavin for coming to the meeting and asked her to thank the committee for their hard work.

Report from Board President Eichbauer

Board President Eichbauer said she went to see the amazing Hatofsky pieces.

Reports by Library Director Smikahl

A. Update on Library related Council Items

The Proclamation for Adult Library Literacy Awareness will go before the City Council on August 19, 2014.

The Library Director said that the City Council approved placing the one-cent sales tax measure on the November ballot. The cost allocation plan will go to the City Council in the near future.

The Library Director said the City Council election is unopposed.

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

The Library Director said the Arts and Culture Commission (BACC) will meet on Thursday, August 14, 2014.

C. Solano Napa & Partners Update (SNAP)

The Library Director said that the SNAP Directors have not met recently because the RFPs were held up in another County department and were received by the Library just last week. Therefore, to give the consultant that is evaluating the RFPs time for a thorough review, the Director's meeting has been postponed until September.

D. Staffing Update

The Library Director said that we are waiting for authorization to open up the following positions: Page, Dept. Aide and on-call Librarians.

E. Building Update

The Library Director said a new transformer was recently placed on the roof and the old one removed from the safe room. The heat from the old transformer was interfering with the computer servers.

The Library Director said the new hand dryers were installed in the public restrooms.

The Library Director said the new people counter was also installed and it clearly shows that attendance at the Library was being under-reported by approximately 15%.

F. Correspondence/Articles/Other

The Library Director said she is working on a manual for boards/commissions. The handbook will be designed to help orient new Board, Commission and Committee members. The City will be requesting assistance reviewing the manual from current Board and Commission members. The conceptual plan is to ask one member of each Board or Commission to serve on an overview committee, and the Board may be

requested to select someone to serve on the overview committee at their September Board meeting.

Board President Eichbauer referred to CALTAC's Board Effectiveness training. That should be set up after Board Member Summerfield Kozak returns.

Board Member Nail referred to the memo in the packet documenting Mr. Peery's meeting with Fran Martinez Coyne. She suggested that he come to a Board meeting so Board Members could meet him.

Approval of Library Financial Reports

The Library Director said the columns that have "claim on cash" means that the payment has not cleared the Finance Department. She also noted that once the Council approves proposed budget adjustments for FY 2014-15, some of the budget numbers may be adjusted.

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

Report from Literacy

This item will be heard under Item 11B.

Report from Board Liaisons

A. Report from Art Gallery Advisory Committee Liaison

Board Member Goshert Ekenstam said there was not a meeting in August.

B. Report from Friends Liaison

Board Member Nail said the Friends book sale was great, they made over \$6,100. She also said that the reception on Thursday evening was very nice as well.

C. Report from Library Foundation Liaison

The Library Director said the Foundation met in July. The Foundation is working with the Rotary Club on a Little Free Libraries project.

D. Report from Poet Laureate Committee Liaison

Board President Eichbauer said the new Poet Laureate is beginning to settle in a bit. The Poet Picnic was very nice as well.

Board Member Workman asked if the poets submitted anything for the County Fair. Board President Eichbauer will follow up on that.

E. Report from Historical Museum/Historical Society Liaison

Board Member Workman said the Museum had the opening of the Bradbury & Bradbury exhibit on 7/27/14. That was the same weekend as the Waterfront Festival, Holy Ghost Parade and a baseball tournament, but despite all these conflicting activities, the Museum had a great turn out with 120 people attending the event.

Board Member Workman said that the Historical Society is going to hold a Blue Grass concert and BBQ event on August 24, 2014 from Noon until 4:00. Tickets are \$15.00 each.

Board Member Workman said the Historical Society is working with Peter Bray on a Jack London lecture.

Old Business

A. Hatofsky Art Donation

This Item was heard after Item 4 above.

New Business

A. Educational Calendar July, 2014 – Budget & Staffing

The Library Director outlined her memo which was included in the Board packet.

Board Member Nail asked if the City's sales tax measure is approved, will it be permanent; the Library Director said "yes".

Board Members were very happy with the survey results included in the packet.

B. Educational Calendar August, 2014 – Literacy Services

The Library Director said the State was going to pay literacy services \$10,000 and they have increased that amount to \$15,000.

The Library Director referred to the Literacy Specialist (Bette Shields) report. Board Members always like the pictures the Literacy Specialist includes in her reports.

The Library Director said that she has been working on her annual brochure for the public and plans to highlight Adult Literacy Services this year.

C. Accept California Library Literacy Services Funding

A motion was made by Board Member Nail to accept the literacy grant, seconded by Board Member Workman and unanimously carried.

Public Comment

Board Member Workman commented on all the compliments she receives about how wonderful library staff is. She said that she came in to pick up an ILL item that she realized she could not read because of the print. She went to the desk to return the item and Patrice went above and beyond trying to find a solution so she could read the book.

Board Member Nail commented on the Adult Summer Reading Program. One of the boxes on the program was to conduct a research program. Board Member Nail said she chose a whole Mango lesson on French, and she "just loves Mango".

Board Member Nail referred to the Paramount Theater in Oakland. They have amazing tours on the first Saturday of every month for \$5.00. For \$75.00, a private tour can be arranged.

Items for Next Agenda

Policy Review

Next Meeting

Due to vacations, etc., a motion was made to change the meeting date and time.

On motion of Board Member Nail, seconded by Board Member Workman, the September meeting date has been changed to Tuesday, September 16, 2014 at 6:00 p.m.

Adjournment

Board President Eichbauer adjourned the meeting at 7:41 p.m.

//8-12-14//