

Library Board Minutes

April 16, 2018

Location: Burke Branch Library, Meeting Room

Present: Kathleen Schloeder, Oscar Fitzgerald, Trudi Hahn, Helen Desfosses, William Brierre, Frank Fannon, Director Dawson, Deputy Director DiPilato, Division Chief/Administrative Services Wesson

Excused: Councilman Willie Bailey

The meeting was called to order at 4:08pm

Public Comments

Stephen King, General Services Portfolio Manager was present to provide a report to the Board, responding to their request for information about the status of the first floor of the Burke Branch. Mr. King reported that there was a strategic facilities master plan in process, which will look at space within the whole city. He stated that it will be used to determine which departments have too much space and who has too little space. He added that there is a consultant working with General Services management; Savills Studley representatives met with all departments in the city to look at owned properties and leased properties; their report would be available soon. Director Dawson added that she and her staff had met with Savills Studley during the spring of 2017 and one of the priorities that she identified was that the Library wanted to reclaim the first floor of the Burke Branch. She had been informed that the final report would be available in the fall of 2017 and would be available for public comment.

Mr. Fitzgerald suggested that the Library Board request a meeting with City Manager Mark Jinks to discuss Burke's status. Mr. Fannon said that he had a meeting with Mr. Jinks and would broach the subject with him. Ms. Desfosses agreed that a meeting was necessary, adding that it had been four years since ACPS vacated the Burke Branch. She asked about the status of the \$50,000 that had been allocated for the design plan. Mr. King replied that the funds had been reallocated by OMB and that they were no longer available. However, Director Dawson stated that the funds had been approved by City Council, and that Ms. Schloeder had asked City Manager Mark Jinks if the funds were still available to us, to which he replied affirmatively. So she thought that the funds could be reallocated back to the Library.

Chuck Ziegler, Vice President, Friends of Beatley Central Library, reported that the Friends of Beatley Central Library earned approximately \$23,000 at their spring book sale and that they are planning a book fair at Barnes & Noble, Potomac Yards on June 23, in which a percentage of purchases will go to Beatley Friends. They also would be participating in a grant writing training session with a consultant.

Mr. Ziegler said that Ms. Schloeder, representing the Alexandria Library Foundation, had made a request at the last Beatley Friends meeting for funds to meet the City of Alexandria's matching dollars for an outreach vehicle. The Friends had some reservations whether purchasing this vehicle was the best use of funds given the other demands. He extended on behalf of the Friends apologies for any discourteous behavior at the Friends meeting. Ms. Schloeder noted that the Beatley Friends had pledged to contribute \$500 toward the vehicle.

Approval of minutes

A motion to approve the December minutes as amended was made by Mr. Fitzgerald and seconded by Mr. Fannon. The motion carried.

Director's Report

Director Dawson reported that the patron count continued to increase, circulation was slightly down, and e-circulation was back up. Website visits continue to go up and passports increased over last year. Mr. Fannon complimented the Library on the service, stating that he had utilized it recently and it was "the easiest, smoothest process" that he had ever had to get a passport.

The Director reported that the Library was one of 25 libraries in the nation to be selected to participate in the Truth, Racial Healing and Transformation Stories Club, a program of the American Library Association supported by a grant from the W.K. Kellogg Foundation. The Library will be working with the Alexandria Sheriff's Department to conduct a reading and discussion program series with a small group of incarcerated young adults. The Juvenile Detention Center saw the Library's press release, and was interested in modeling a similar program at their location. The Board congratulated Director Dawson on receiving this grant.

The Alexandria Library Foundation will participate in Spring2Action on April 25, on behalf of the Library.

The membranes on Beatley's flat roofs are being replaced. This project was scheduled based on the age of the roof and is not part of the Beatley envelope project which will move forward in FY19.

The Library started its annual All Alexandria Reads program, featuring the book *Sergeant Stubby*.

The Library will hold its annual Staff Development Day on May 11.

Treasurer's Report

Ms. Desfosses reported that we are 75% through the year, have spent 75% of the budget, 66% of State Aid funds, and have made 74% of its fines and fees requirement. In addition, the Law Library has received \$10,259 of the budgeted \$44,600 filing fees. Director Dawson stated that she contacted the City Manager and OMB to ask how to proceed since the Law Library was clearly not going to make the budgeted fines and there were invoices that needed to be paid from those funds.

Investment Report

Mr. Brierre reported that as of February 28, 2018, the fiscal year to date portfolio performance was 7.55%, higher than the benchmark of 5.73%.

Old Business

Director Dawson reported that she made a presentation at a recent budget hearing focused on the Healthy and Thriving Focus Area Team about the proposed pop-up outreach vehicle. She reminded the Board that the pop-up vehicle will meet one of the goals in the Library's Five Year Plan as well as several

of the goals in the city's strategic plan. Based on the level of support at the meeting, she felt that the request for the vehicle will be approved. Library Administration will create a vehicle design committee.

Ms. Schloeder reported that she submitted a letter to the Alexandria Gazette in response to the disparaging editorial that criticized the Library's recognition of Presidents' Day.

Ms. Schloeder encouraged the Board members to look at the new advocacy video on the Library's website which is now being shown on the City's Comcast station.

New Business

Ms. Schloeder appointed a committee to evaluate the director: Ms. Schloeder and Ms. Hahn.

Ms. Schloeder appointed Mr. Fannon to create the slate of officer nominations for the June election.

Ms. Schloeder appointed Mr. Fitzgerald to draft the Board's annual report.

Ms. Hahn asked about the sign in front of the Burke Branch which states that public art is coming soon. Director Dawson replied that Library representatives had met with Diane Ruggiero, Deputy Director, Department of Recreation, Parks, & Cultural Activities, Office of the Arts and Events, in March to recommend taskforce members with ties to the arts community. Deputy Director DiPilato, Burke Branch Manager Kyle Maier, and Ms. Schloeder will be members of the committee. The Library is waiting for an update from Ms. Ruggiero.

Mr. Fitzgerald announced that this was Mr. Brierre's last meeting. His replacement will be voted on at the Library Company's spring meeting. Ms. Schloeder thanked Mr. Brierre for his service.

A motion to adjourn at 5:21pm was made by Mr. Fitzgerald and seconded by Mr. Fannon. The motion carried.