

The Alexandria Library Board was called to order by Chairperson Brooksie Koopman, on Monday, April 19, 2010 at 4:07 pm in the Ilka K. Dickman Board Room at Charles E. Beatley, Jr. Central Library. Members present were R. Hobson, D. Koopman, K. Schloeder, A. Paul, O. Fitzgerald, and G. Day-Fuller, and F. Fannon.

Staff present were Director Dawson, Deputy Director Renner, and Administrative Officer Wesson.

Mr. Hobson proposed that the Board go into executive session to discuss a personnel matter and a conflict of interest issue. The proposal was unanimously agreed to.

Upon the end of the executive session, the Board reconvened and Mrs. Paul motioned that the Board reviewed the conflict of interest situation regarding the ownership of BB&T stock by a board member and felt that there is no conflict. Mr. Fannon seconded the motion. Mr. Hobson abstained. All others were in favor of the motion.

Mrs. Koopman resumed the regular board meeting at 4:20 pm.

Mrs. Koopman asked that some guests introduce themselves: Karen Russell, manager of Beatley Central Library, Betty Guttman, member of the Burke Branch Friends, Eileen Bradley, President of the Burke Branch Friends, Chee Becker, Treasurer of the Burke Branch Friends.

Mr. Hobson moved to approve the February minutes as amended. Mrs. Day-Fuller seconded the motion which was approved unanimously.

The Year-To-Date statistics are as follows:

DIVISION	CIRCULATION	CIRCULATION PERCENTAGE INC/DEC	PATRON COUNT	PATRON COUNT PERCENTAGE NC/DEC
BARRETT	138,243	-33.63%	108,728	-0.30%
BEATLEY	432,469	0.98%	271,201	-6.72%
BURKE	111,293	-0.56%	123,247	1.46%
DUNCAN	214,408	1.86%	183,825	-3.40%
LOCAL HISTORY*	11,469	-31.78%	12,562	-47.64%
TALKING BOOKS	3,571	7.72%	1,920	-3.66%
DOWNLOADABLES	4,571	17.45%		
EBOOK USAGE	2,111	-24.74%		
TOTAL	918,135	-6.86%	577,446	-4.89%
REGISTERED BORROWERS		169,346		3.55%

DOWNLOADABLE BORROWERS	2,056	13.15%
LIBRARY MATERIALS	445,074	4.78%
LIBRARY WEBSITE VISITS	207,006	17.09%
LIBRARY WEBSITE PAGES USED	270,314	14.37%
MEETING ROOMS	155 meetings (MONTHLY) \$2,930.00 (YEAR TO DATE)	

MONTHLY INTERNET COMPUTER UTILIZATION:

	No. of Terminals-Automated Signup	No. of Sessions	Utilization
Barrett	8	1,788	67.64%
Beatley	24	5,504	70.41%
Burke	16	2,912	63.07%
Duncan	9	1,640	59.98%
TOTAL	57	11,844	66.44%

*Decrease due to reduced Local History hours (now M 9-9,W 9-6, F 9-6, and 1st Saturday each month).

*Ebooks were unavailable immediately after Symphony upgrade on October 29,2009. Several remain unavailable through the online catalog.

Director Dawson reported that overall patron count, circulation and Internet computer use were again down, perhaps due to the school's spring break in March, with many people going away after such a snowy winter. The number of borrowers continued to increase and so did Library web site usage.

Director Dawson reported that on Monday, April 12, the City Manager informed department heads that the City Council had requested that he provide them with another set of programmatic and service cuts valued at 3-4 million dollars. He added that his office would be creating that list and it would contain items such as closing all libraries on Sundays and reducing the hours at Recreation centers just to name a few. He noted that while he would be compiling this list, he would not be recommending any of the cuts. Since staff were told that we could alert the public to this possibility, this resulted in the Beatley Friends having a letter explaining why the cuts for the Library were a bad idea, available for patrons to sign at Beatley's 10th year anniversary event. At that time, they collected more than 106 letters which Library staff would forward to the mayor and city council.

The Board discussed the adds/deletes to the FY11 budget. Mr. Fannon noted that he would not be supporting the additional cut of \$64,000 which would eliminate Sunday hours at the Beatley Library. He added that there were other areas that he would be recommending for cuts in the budget, in order to keep the library open on Sunday. Mrs. Koopman noted that it would be in the Board's interest to contact council members to advocate that it was not a good option to cut Sunday hours.

The Director reported that the Library is set to receive a \$25,000 gift from the Warren F.

Chauncey Trust, upon Mr. Chauncey's death, to be used for Local History. Mr. Chauncey lives in Norfolk, VA but is a long time Alexandria library user, using our materials to research his father's family history. She noted that she would be signing an agreement drawn up by his attorney which will be accompanied by a cover letter spelling out the specifics of the agreement.

Director Dawson gave thanks to the Alexandria Library Company for allowing her to make an appeal on behalf of the Library at their recent annual lecture. To date, the Library Foundation had received \$3500 to be used towards the materials budget. A special thank you letter has been drafted to be sent to all of those generous donors.

The Director then reported that during her daughter's spring break, on a visit to Mt. Vernon, she had the opportunity to meet Sue Story Keeler, Mount Vernon's Manager of Protocol, and had a discussion about Alexandria Library, the Alexandria Library Company, and the original Library Company collection. Ms. Keeler was clearly interested in the collection, as Mt. Vernon is in the process of building a new research and presidential library to open in 2012. She provided her contact information and invited the Director to further discuss a partnership opportunity. The Director requested permission to pursue this opportunity, noting that based on the recommendations made by the appraiser, Mr. Stoutameyer, that the collection should be maintained as a whole collection, that this could be a real coup. Mrs. Koopman was very much in favor of pursuing this opportunity, noting that it might provide opportunity for researchers from all over the world to have access to it. Mr. Fitzgerald and Mr. Hobson both said that they would not give the collection to another entity, but that an extended loan would be an option.

The Director noted that after the Board meeting, she would be attending the Alexandria Library Company Annual Meeting where she would bring greetings from the Library Board. In addition, she would be attending the Virginia Public Library Director's Retreat in Graves Mountain, VA. on April 22 and 23, where she would hear from the Library of Virginia and colleagues from around the state.

Mrs. Paul reported that the Library was three quarters through the year and had spent almost three quarters of the budget and about 46% of State Aid funds. The Library had made just over \$200,000 of our required fines and fees, and was short \$260,929. She added that the Board and staff had not believed that we would make our full requirement but the Library's inability to roll out credit card usage when expected also affected this greatly. Furthermore, with the Symphony rollout, we encountered far more issues than we had expected. And as a result, staff were given the authority to forgive fines in order to incur good will. The Library anticipated that the shortfall would be \$190,000 by year-end, and OMB expected the Library to cover this shortfall. Branch managers were notified to discontinue many book purchases, with Dickman money used to fund some book purchases. The Library had slowed spending early on, and had pulled back even more now, in order to cover the shortfall. If the reduction of hours was accepted by Council on May 3, the Library would announce that reduced hours would go into effect June 1 to ensure some savings. The Library had budgeted to give money back to the state, and only a portion of the money was required to cover that budget cut. The Library would now use that money to help cover the shortfall, as well. Mr. Fitzgerald moved to approve the Treasurer's report. Mr. Hobson seconded the motion which was approved unanimously.

The Director reported on the 2009 patron survey results. The biennial survey was conducted this fiscal year July 2009. This year's survey had been modified so that it only had 7 questions. The results included responses from 1577 respondents, 71% women, 39.8% 36-55 years old. Notable results included the fact that 89.7% of patrons are very satisfied with the cleanliness of the buildings and 93.6% are very or extremely satisfied with the Library overall.

Mrs. Koopman discussed the Alexandria Library Investent Policy. She said that she had spoken with Bob Wilder of BB&T, and he agreed that a 30% equity/70% fixed income split was

reasonable. Mr. Fitzgerald felt that we should prepare a statement similar to the one prepared for the Duncan Foundation Investment Policy, rather than signing the forms which BB&T had provided. Mr. Hobson agreed. Mrs. Koopman said that if the Board felt more comfortable with that particular format, she would draft a policy which resembled the other policy and prepare it for the June board meeting. Mr. Hobson asked that staff include a copy of the Duncan Foundation Investment Policy in their packets for the board meeting.

Director Dawson reported that a budget memo released from the City Manager said that City staff would continue to move forward with the Burke Branch green roof project unless they heard otherwise from the Council. At the Library's budget work session, the Council did ask for the Board's stance on this. She added that if the Library Board takes no action, then Council will take no action and the project will proceed. Mr. Fannon noted that the Council and the Library had learned a lot through this process. He added that the reality is that if we don't want to put the roof on the library, the money would go to another project in the City. Mr. Fitzgerald said that the Library should have been consulted and added that he thought the project was a bad idea. Mrs. Schloeder agreed that the Library should have been consulted, but she did not agree that it was a bad idea, and added that the community, the staff, and the Burke Branch Friends are in favor of it. Mr. Hobson said that he too was not willing to say that it was a bad idea. Mrs. Day-Fuller agreed. Mr. Fitzgerald motioned that the Board issue the following statement: "We understand that the money is available and that we're going to move forward with the project, but for any future capital improvement projects done on the library, we request that the Library Board be consulted, and that in these tight times there might have been a better way to spend the money." Mrs. Koopman seconded the motion. The motion did not pass. Mr. Hobson motioned that the Board issue the following statement "We understand that the project will go forward and we request that in the future the Library Board should be consulted on any capital improvement projects which affect library buildings." Mr. Fitzgerald seconded the motion which was approved unanimously. The Board asked that the statement be sent to General Services and the Transportation and Environmental Services departments.

Director Dawson said that she had sent the Board a copy of the agreement and the cover letter which Mr. Chauncey's lawyer had drafted, based on the previously discussed trust. Mr. Chauncey called this morning to see where we were and she had assured him that the Board would be voting on the agreement this evening. She requested Board approval of her response to Mr. Chauncey. Mr. Fitzgerald motioned to approve the agreement. Mrs. Schloeder asked whether we should remove the "Civil War History" phrase, as "Virginia History" would cover that as well. The Board decided that it could remain since it provided flexibility. Mr. Hobson motioned that the Board approve that the Director send the letter back accepting the donation and the proposed agreement submitted by the donor. Mrs. Schloeder seconded the motion which was approved unanimously.

Mrs. Koopman announced that the Annual Report would be due soon and that Mr. Fitzgerald would be the primary author, and that she would work with him.

Mrs. Koopman encouraged everyone to be in contact with Council, noting that she would not like to lose any additional money, as suggested in the City Manager's Budget Memoranda #64, that would cause us to close Beatley on Sundays.

Mrs. Schloeder noted that Beatley had a very successful 10th anniversary party.

The meeting was adjourned at 6:05pm.