

The Alexandria Library Board was called to order by Chairperson Dorothy “Brooksie” Koopman, on Thursday, April 28, 2011 at 4:05 pm in the Ilka K. Dickman Board Room at Charles E. Beatley, Jr. Central Library. Members present were R. Hobson, D. Koopman, O. Fitzgerald, A. Paul, G. Day-Fuller, F. Fannon, and T. Downing.

Staff present were Director Dawson, Deputy Director Renner, and Division Chief of Administrative Services Wesson.

Director Dawson introduced Burke Branch Manager Ashley Jefferson and Local History Manager George Combs.

Mrs. Paul moved to approve the February 2011 minutes. 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 INC/DEC
BARRETT	96,569	-30.15%	95,132	-12.50%
BEATLEY	393,882	-8.71%	249,799	-7.89%
BURKE	86,691	-22.11%	110,646	-10.22%
DUNCAN	190,131	-11.32%	166,743	-9.29%
LOCAL HISTORY	10,746	-6.30%	11,458	-8.79%
TALKING BOOKS	5,639	57.91%	1,665	-13.28%
OVERDRIVE DOWNLOADABLE & EBOOK USAGE	5,156	12.80%		
NETLIBRARY EBOOK USAGE	5,097	141.45%		
TOTAL **	793,911	-13.44%	635,443	-9.41%
REGISTERED BORROWERS		174,578	3.09%	
E BORROWERS		6,769	26.15%	
LIBRARY MATERIALS		448,773	0.83%	
LIBRARY WEBSITE VISITS		202,520	-2.17%	
LIBRARY WEBSITE PAGES USED		254,475	-5.86%	
MEETING ROOMS		156 meetings (MONTHLY) \$2,292.50 (YR. TO DATE)		

**Beginning June 1, 2010, Library reduced hours of operation at all facilities

MONTHLY INTERNET COMPUTER UTILIZATION:

	No. of Terminals- Automated Signup	No. of Sessions	Utilization
Barrett	8	1,674	75.25%
Beatley	24	5,598	71.83%
Burke	16	2,890	70.62%
Duncan	9	1,809	75.51%
TOTAL	57	11,971	72.48%

Director Dawson presented the monthly activity report.

Director Dawson reported that on Monday, April 25, the City Council had its preliminary add-delete session. Requests made by the Library remained intact: the \$100,000 reduction of the fines and fees requirement and \$19,000 for a security guard at the Burke Branch. She also reported that Councilman Krupicka requested a budget memo regarding opening branches on Sundays. Director Dawson said that in the budget memo, she explained that the Library would be hesitant to add Sunday hours without having its needs assessment study completed first. As an alternative, she requested that the City Council consider restoring one additional night for the branch libraries. Council members appear to support this initiative.

Director Dawson reported that the docket item for Council regarding the expansion of the Board membership was not complete due to scheduling conflicts with Rose Boyd, Special Assistant to the City Manager.

Director Dawson announced that the Library would begin a trial with Unique Collection Management, a collection agency that specializes in working with libraries. The trial would begin a month after residents were notified.

Director Dawson stated that she had been attending BRAC meetings but transportation issues seem to overshadow any service issues. Mr. Fannon asked the Director to let him know if parking issues at the libraries become a problem, because he works on the BRAC committee which deals with parking issues.

Mrs. Paul presented the Treasurer's Report, noting that the Library was 75% through the year. The Library had spent 67% of the budget and 62% of State Aid funds. She reported that the Library expected to be about \$200,000 short of the \$462,244 fines and fees requirement. Mrs. Day-Fuller motioned to approve the Treasurer's Report. Mr. Hobson seconded the motion which was approved unanimously.

Mr. Hobson reported that the Investment Committee had met with BB&T and that the Library would begin to receive a quarterly report that would display the benchmark in

such a way that would permit comparisons with past benchmarks. As of March 2011, 75 of the 100 equities ended with market values exceeding cost.

Mrs. Koopman appointed Mrs. Paul to work on the Director's annual evaluation committee along with her; the evaluation would be due before July 1. Mrs. Koopman appointed Mr. Hobson, Mr. Fitzgerald, and Mr. Downing to the nomination committee for June election of officers. Mrs. Koopman appointed Mrs. Day-Fuller and Mr. Fitzgerald to work on the annual report, to be approved at the September board meeting.

Director Dawson requested to close the Libraries on Saturday, December 24 and Sunday, December 25. She noted that the City would observe Christmas Eve and Christmas Day on Friday, December 23 and Monday, December 26. Mrs. Paul moved to accept the request. Mrs. Koopman seconded the motion which was approved unanimously.

At 5:05pm, Mr. Fitzgerald moved that the Board go into executive session for the purpose of discussion and consideration of the assignment, appointment and salary of a specific appointee of the Library Board, namely the Director of the Alexandria Public Library.

At 5:25pm, Mr. Fitzgerald moved that the Library Board reconvene in open session.

Mr. Fitzgerald moved that the Library Board adopt the resolution previously circulated to the Board:

WHEREAS, the Library Board has this 28th day of April, 2011 recessed into closed executive session pursuant to a motion made and adopted in accordance with the Virginia Freedom of Information Act; and

WHEREAS, § 2.2-3712 of the Code of Virginia requires a certification by the Board that such closed executive session was conducted in accordance with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Library Board does hereby certify that, to the best of each member's knowledge, only public business matters that were identified in the motion by which the closed executive session was convened, and that are lawfully exempted by the Freedom of Information Act from the Act's open meeting requirements, were heard, discussed or considered by the board during the closed executive session.

Mr. Hobson seconded the motion which was approved unanimously.

Mr. Fitzgerald moved to adjourn. Mrs. Paul seconded the motion which was approved unanimously at 5:40 pm.

Respectfully submitted,

Gwendolyn Day-Fuller
Secretary