

The Alexandria Library Board was called to order by Chairperson Brooksie Koopman, on Monday, June 21, 2010 at 4:12 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 F. Fannon. Member absent was G. Day-Fuller.

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

Mrs. Paul motioned that the Board defer approval of the April 2010 minutes until they have been corrected and the Board receives a revised version. Mrs. Koopman seconded the motion. Mr. Fitzgerald opposed the motion. The motion carried.

Mrs. Koopman introduced Lynda Rudd, the Manager of the Library's Technical Services Division, present at the meeting.

The Year-To-Date statistics are as follows:

<b>DIVISION</b>	<b>CIRCULATION</b>	<b>CIRCULATION PERCENTAGE INC/DEC</b>	<b>PATRON COUNT</b>	<b>PATRON COUNT PERCENTAGE NC/DEC</b>
<b>BARRETT</b>	160,791	-36.38%	133,324	-6.79%
<b>BEATLEY</b>	513,172	-1.56%	333,141	-5.60%
<b>BURKE</b>	129,437	-4.44%	152,238	3.70%
<b>DUNCAN</b>	256,269	-1.98%	230,039	-0.19%
<b>LOCAL HISTORY*</b>	14,377	-33.91%	15,070	-49.88%
<b>TALKING BOOKS</b>	4,361	11.00%	2,327	-3.00%
<b>DOWNLOADABLES</b>	5,544	18.34%		
<b>EBOOK USAGE</b>	2,512	-26.70%		
<b>TOTAL</b>	<b>1,086,463</b>	<b>-9.82%</b>	<b>866,139</b>	<b>-4.37%</b>
<b>REGISTERED BORROWERS</b>		171,281		3.37%
<b>DOWNLOADABLE BORROWERS</b>		2,185		13.33%
<b>LIBRARY MATERIALS</b>		448,166		4.90%
<b>LIBRARY WEBSITE VISITS</b>		248,788		14.60%

<b>LIBRARY WEBSITE PAGES USED</b>	324,596	12.42%
<b>MEETING ROOMS</b>	155 meetings (MONTHLY) \$3,522.50 (YEAR TO DATE)	

**MONTHLY INTERNET COMPUTER UTILIZATION:**

	<b>No. of Terminals-Automated Signup</b>	<b>No. of Sessions</b>	<b>Utilization</b>
<b>Barrett</b>	8	1,873	69.62%
<b>Beatley</b>	24	5,779	69.99%
<b>Burke</b>	16	2,926	60.04%
<b>Duncan</b>	9	1,783	61.77%
<b>TOTAL</b>	<b>57</b>	<b>12,361</b>	<b>65.97%</b>

\*Decrease due to reduced Local History hours (now M 9-9, W 9-6, F 9-6, and 1<sup>st</sup> 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, was still down. She said that patron displeasure of the potential library cuts may have resulted in this decrease. She noted that the Library had recently received complaints about the cleanliness of the Beatley building. She added that all buildings will be cleaned top to bottom before year-end. In the upcoming year, the Library would have money through General Services to professionally clean them at least 2-3 times per year.

Director Dawson reported that after the Library implemented the reduced hours, nights are very busy. Mrs. Koopman said that staff had done a great job getting the word out about the new hours. Director Dawson agreed that staff were to be commended and said that Montgomery County had asked for our implementation checklist, and complimented it afterward.

Director Dawson reported that ebook usage was down, although downloadable usage was up. When our ebooks were imported into the new database, our IP addresses had to be corrected. 18,000 titles currently had the correct IP (internet protocol) address, while 9,000 titles still needed to be corrected. Library staff had asked the integrated library system vendor, SirsiDynix, to do an automatic change of these items; they had made an attempt but it had failed. Technical Services Manager Rudd said that she has come up with a backdoor solution and will continue to work with SirsiDynix on this. Mrs. Koopman recommended that we move more quickly to either fix it ourselves, or pay to have it done. Director Dawson added that the Library's Public Information Officer would inform the public of another way that they could access the Netlibrary ebooks.

Director Dawson reported that the City's Financial Management Officer Bruce Johnson had provided a budget forecast, noting that a 4.7% deficit in the total general fund budget would be expected, with a revenue shortfall somewhere between 10.88% and 39.13% and the FY12 projection could be \$25 million short. The Office of Management and Budget would be pursuing

other processes before asking departments for budget cuts. Departments would not be informed of any potential cuts until the Fall.

Director Dawson reported that on or after August 5 the Beatley Library parking lot would undergo construction to remove the dips which create pools of water and ice with inclement weather.

Director Dawson also reported that General Services had informed the Library that work on the green roof would not proceed until after August, as they were waiting on written approval from the Environmental Protection Agency. Since the Library is critical to the Schools, Director Dawson had requested that the work be postponed until summer 2011 if it could not be done in August 2010. Mrs. Koopman requested that Director Dawson stipulate to General Services that they find another location to store their equipment and supplies and to park once the project begins.

Director Dawson reported that when the Duncan Branch was renovated, it included accommodation for a sculpture by Marlin Lord. He had had a piece on the grounds which was removed when the building was renovated. General Services would be working to reinstall a Lord piece on the same site.

During the City's Spring for Alexandria project on April 30, the Beatley grounds were cleaned up.

The Library would be receiving four volunteers through Liberty's Promise in the fall.

The Director reported that the Daughters of the American Revolution had presented the Library with a plaque at Kate Waller Barrett Day last month. In addition, City Council had proclaimed May 20 to be Kate Waller Barrett Day.

Mrs. Paul reported that the Library was 92% through the year and had spent 87.7% of the budget and 90% of State Aid funds. The Library had made \$249,324, which is about 50% of the City's fines and fees requirement. The Library had held back on expenditures throughout the year to cover a personnel deficit, and also held back on State Aid expenditures in anticipation of additional mid-year cuts. The Director noted that the Library had saved enough money, even with the shortfall in fines & fees, to cover any of the shortfalls. Sufficient funds remained to allow librarians to purchase books from their wish lists at the end of the year.

Mrs. Schloeder moved to accept the treasurer's report. Mrs. Koopman seconded the motion which was approved unanimously.

Mr. Hobson reported that the Library's BB&T investment funds had decreased in value for May 2010 but had increased year to date. Of the equities, he noted that of 53+ investments, 28 (or more than half of them) are "under water", with their cost of acquisition being more than their market value. He added that the Investment Manager had made 53 investment decisions at some point in time, and of those less than half of them were proving to be, as of that point in time, beneficial. Mr. Hobson recommended asking BB&T for a benchmark by which to compare and stated that this had not been a very easy time, although nationally the stock market is better than many people would have anticipated.

Mrs. Koopman reviewed a draft of the Investment Policy. She had reviewed it with BB&T and they said that it matches what they were currently doing for the Library Board's Investment fund. Mr. Fitzgerald moved to accept the policy. Mrs. Paul seconded the motion which was approved unanimously. The Board asked that this investment policy be speedily forwarded to BB&T.

Director Dawson said that she would receive reports from her department heads on July 15, so she did not have an annual report to share with the Board. Mrs. Koopman noted that the Board's report had to include information from this current meeting, and would require the Board to approve an annual report which was not yet complete. Mrs. Paul suggested that the Board request an extension. The other Board members agreed. Mrs. Koopman said that she would continue to work with Mr. Fitzgerald, who would be writing the report, over the summer and have it ready for the September 21st board meeting.

Mrs. Koopman said that she and Mrs. Paul would work on the Director's evaluation that week.

Mrs. Koopman apologized that the nominating committee was not selected at the April meeting. She proposed that the Board keep the current officers until September. Mr. Hobson moved to suspend the bylaws in section 7 thereof for a June election of officers and postpone the annual meeting to be carried over from June until September on this one occasion. Mrs. Koopman seconded the motion which was approved unanimously. Mrs. Koopman and Mr. Hobson would serve as the nominating committee.

Director Dawson reported that Jean Vallieres donated a painting several years ago, and had now asked the Library to accept a second donation, Young Girls at Play. He preferred that the Library hang it in the same building and wanted the Library to have it framed. Director Dawson said that she was concerned about accepting the painting because of the condition that he wanted it hung in the same section as the first one. Also, she was uncomfortable that we would be accepting another donation from the same artist, possibly setting what could be viewed as a bias. The Board agreed that the Library would accept the painting, but asked that staff tell Mr. Vallieres that we could not guarantee that it would always hang or that it would hang in a particular building. Mrs. Schloeder noted that the frame is the perfect thing to come out of the Mourot funds. Director Dawson also said that the Arts Commission of Alexandria places the art which is in the Beatley lobby. However, when a piece is sold, the Library does not receive any portion of the proceeds. Mr. Fannon volunteered to check with the Arts Commission about the Library receiving a percentage of the sales.

Mrs. Paul moved that the meeting be adjourned. Mr. Hobson seconded the motion. The meeting was adjourned at 6:18 pm.