

The Alexandria Library Board was called to order by Chairperson Dorothy “Brooksie” Koopman, on Monday, September 19, 2011 at 4:08 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, and F. Fannon. Member absent was T. Downing.

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

During the public comment period, Pat Ryckman, the new Duncan Branch Manager was introduced. Eileen Bradley, President of the Friends of Beatley Central Library, announced that the recent Friends book sale had netted over \$10,000 to benefit the Beatley Central Library. She added that her goal is for the Beatley Friends to raise \$100,000 over the next three to four years. She thanked the library staff, the Director, the Deputy Director, the Administrative staff, and Central Library Manager Renee Dipilato for their support. Mrs. Koopman thanked Ms. Bradley for the stellar book sale, noting how beautifully done and well-organized it was.

Mr. Hobson moved to approve the June 2011 minutes as corrected. Mrs. Paul seconded the motion which was approved unanimously.

Mr. Hobson moved to approve the July 2011 minutes with appendices included, but with the summary of online book sales from the September board packet, not the one in the July packet. Mrs. Koopman seconded the motion to approve the minutes as amended, 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	25,367	1.05%	24,310	12.09%
BEATLEY	101,531	-1.82%	59,654	-11.68%
BURKE	22,858	-3.53%	43,731	70.50%
DUNCAN	48,878	1.52%	36,029	-10.32%
LOCAL HISTORY	3,157	17.71%	3,195	11.56%
TALKING BOOKS	1,340	-5.50%	368	-6.60%
OVERDRIVE DOWNLOADABLE & EBOOK USAGE	1,772	49.28%		

NETLIBRARY EBOOK USAGE	3,038	346.11%		
TOTAL *	207,941	0.79%	167,287	5.67%
REGISTERED BORROWERS*		143,886		-14.30%
E BORROWERS		7,721		33.84%
LIBRARY MATERIALS		461,143		1.66%
LIBRARY WEBSITE VISITS		47,812		1.74%
LIBRARY WEBSITE PAGES USED		58,886		-0.82%
MEETING ROOMS	76 meetings (MONTHLY) \$650.50 (YEAR TO DATE)			

MONTHLY INTERNET COMPUTER UTILIZATION:

	No. of Terminals- Automated Signup	No. of Sessions	Utilization
Barrett	8	1,783	73.21%
Beatley	24	6,363	73.94%
Burke	16	1,530	62.68%
Duncan	9	2,560	62.94%
TOTAL	57	12,236	69.36%

*Registered borrowers reduction due to more comprehensive patron purge.

Director Dawson presented the monthly activity report, noting that the overall patron count had increased by 5.67% while circulation had a minor drop of .79%. Increase in electronic database usage was due to Tumblebooks. She reported that the security guard, funded in the FY12 budget, had begun at the Burke Branch 2 weeks ago. The FY12 budget also included expanded library hours by an additional night at each branch which seemed to have been well received by the community. The fine and fee target was reduced by about \$160,000.

Director Dawson reported that while the city was reporting a surplus of \$9.6 million, departments were being cautioned that due to the federal bond rating decrease, Alexandria must budget carefully. Therefore, the new process would require that any budget request we make, including supplementals and technical adjustments, will be reviewed by the appropriate goal group. The Library has been assigned to Goal 7 in the city strategic plan. She explained that this meant that the Library would be competing for the same funding as other departments who are assigned to Goal 7.

Director Dawson reminded the Board that the Library had been told by the State Library that it was not in compliance of the Virginia Code, and would lose its State Aid, based on the cut of 14.5% to our budget in FY2010. The State Library's committee which reviewed the Library's request for a waiver turned down that request. General Services assisted the Library in compiling a list of expenses the city incurs on the Library's behalf which showed in kind support. As a result, the Library did not lose its state aid. The Director thanked Board member Mr. Hobson for contacting a Library of Virginia Board member to add additional clarity and Linda Wesson and Linden Renner for representing the library at the meeting while she was attending ALA. She added that she would be attending the Virginia Public Library Director's meeting in Richmond, at which the Library of Virginia would be training directors on the process of receiving state aid and the process to follow when a library fails to be in compliance. She also reported that she had been elected as the representative of Region V, representing Northern Virginia libraries to the Library of Virginia.

Director Dawson announced that along with serving on the Library Leadership And Management Association Program Committee, the Coretta Scott King Committee, and the Black Caucus of the American Library Association, she had also been appointed by American Library Association (ALA) President Molly Raphael to co-chair her Champion Connections Initiative. She would be working over the next few months with another librarian to roll out this initiative, focused on succession planning, in January. If it were successful, the incoming President of ALA, Maureen Sullivan, had already expressed interest in expanding it.

Director Dawson reported that the Library had begun working officially with material recovery agency, Unique Management Services on June 15, 2011, with a 90-day risk-free trial. Effective September 28, 2011, the Library would proceed beyond the trial and formally partner with UMS. To date, the trial had shown successful results.

Director Dawson reported that she had requested the postponement of the green roof for the Burke Library until August 2012. Based on information received from General Services at the beginning of August, it was clear that a tardy 2011 installation was going to negatively impact student use and she had always made it clear to General Services that they would need to plan its schedule so that school-year service to students would not be impacted.

Mrs. Paul presented the Treasurer's report. She noted that the Library, 17% through its fiscal year, had spent 14.2% of the budget. It had spent 28.2% of its State Aid funds and had made \$49,217.45 (16%) of the fines and fees requirement. Mr. Hobson moved to approve the Treasurer's report. Mrs. Koopman seconded the motion which was approved unanimously.

Mr. Hobson presented the Investment Committee report. He noted that with the August year to date report, the account had a 2.2% decrease for the year and that 44% (65 of the 117) equities had decreased in value. He added that if the account did not turn around, the Investment Committee should consult with the BB&T advisor regarding the allocation of the portfolio.

Mrs. Koopman reported that she and Mrs. Paul had worked on the Director's evaluation which had been submitted to the City's Human Resources Department.

Mrs. Day-Fuller reviewed the Board's annual report to the City. Mrs. Paul moved to approve the annual report. Mr. Fitzgerald seconded the motion which was approved unanimously.

Mrs. Koopman announced that she wanted to establish a committee of the Board to review the bylaws of the library board and those of the two foundation boards. She appointed Mr. Hobson and Mrs. Paul to serve with her on this committee.

At 5:25pm, Mrs. Day-Fuller moved to convene in closed executive session for the purpose of discussion regarding a personnel matter. Mr. Fannon seconded the motion which was approved unanimously.

At 5:40pm, Mrs. Day-Fuller moved to reconvene in open session. Mr. Hobson seconded the motion which was approved unanimously.

Mrs. Day-Fuller moved that the board adopt the resolution previously circulated to the Board:

WHEREAS, the Library Board has this 19th day of September, 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. Hobson moved to adjourn the regular session. Mr. Fitzgerald seconded the motion which was approved unanimously at 5:45pm.

Respectfully submitted,

Gwendolyn Day-Fuller
Secretary