

The Alexandria Library Board was called to order by Chairperson Dorothy “Brooksie” Koopman, on Monday, December 10, 2012 at 3:07 pm in the Ilka K. Dickman Board Room at Charles E. Beatley, Jr. Central Library. Members present were D. Koopman, O. Fitzgerald, G. Day-Fuller, K. Schloeder, F. Fannon, and R. Hobson. Member absent was A. Paul.

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

Guests present were Jeremy McPike, Director of General Services; Claudia Hamblin-Katnik, Watershed Program Administrator; Daniel Imig, from the Environmental Quality Office of the Transportation and Environmental Services Department. Also present were staff members Kimberly Nathaniel, Library Communications Officer, Stephanie Clark, incoming Manager of the Duncan Branch Library, and Kyle Maier, incoming manager of the Burke Branch Library.

The first guest, Claudia Hamblin-Katnik, presented a report pertaining to the options for water quality improvements at the Burke Branch. In preparing options for expenditure of the funds, City staff took into consideration the fact that the Library did not want to lose any parking spaces, and had also requested minimal disruption to the parking lot during any proposed project. Ms. Hamblin-Katnik suggested using a bio retention area in the back of the parking lot and an underground best management practice (bmp) in the middle of the parking lot. The project would involve rearranging the parking spaces to expand the interior aisles and increase their depth, as well as add some compact spaces. This project’s aim is to help the Chesapeake Bay by implementing water improvement in the Four Mile Run Area. City staff initially hoped that the projects which utilized these funds would provide examples of green roofs on city facilities, as well as educational components such as the demo roof near the front of the library which had been planned with the original project. However, Ms. Hamblin-Katnik reported that this project would provide better water treatment than a green roof. Mrs. Day-Fuller asked if there would be an educational component with this project. Ms. Hamblin-Katnik replied that it would be hard to provide education about the underground bmp since it would not be visible but Director Dawson said she would ask her staff.

Jeremy McPike reported that General Services would be painting the conduits of the solar panels on the Beatley Central Library roof, as previously requested. Mrs. Koopman said that the Library had originally asked for them to be to the far left or right so they could be hidden by the edge of the roof line, as opposed to being totally visible. She added that the one closest to Duke Street went right over the ridge. Mr. McPike said that the inside ridges had doors which allowed the wires to be hidden; however, on the Duke Street ridge, the wires could not be hidden in the same way and city staff did not want to puncture either end of the peak, so the conduit is instead visible from Duke Street. Mrs. Koopman asked if it could be relocated so that it’s not as visible. Mr. McPike replied that there would have to be something that arched over the peak in order to get it to the protected side. He added that all of the wiring had to be collected on the northern face of the building because the panels themselves had to be on the southern face. Mrs. Koopman and Mr. McPike continued to discuss this issue.

Mr. McPike reported that the water main break at the Burke Branch Library, which resulted in water bubbling up and infiltrating the elevator shaft, should be repaired within a few days.

Mr. McPike also reported that 50% of the sills and counter flashing details at the Beatley Library were complete. In the areas that had been done, General Services had not received reports of any additional leaks. He added that the glazing of the window glass was not seated right. The original contractor was out of business, so there was no recourse except to fix the issues. Staff had contacted the original field architect, PG&L, to review the project. The last phase of the

project included repair of the baseboards and carpet. He noted that General Services would be adjusting some CIP requests for the next couple of years in order to redo the gutter and seam, especially in the children's area. General Services would work to track down all of those different conditions and correct them. This concluded the reports from the guests.

Mr. Fitzgerald moved to approve the October 2012 minutes as amended. Mrs. Koopman seconded the motion which was approved unanimously.

Director Dawson announced that due to the early date of this board meeting, a monthly activity report for the previous month was not yet available.

Director Dawson reported that the City of Alexandria recently recognized employees for service awards, and eleven library employees were recognized for their years of service, including one for 30 years of service. She introduced two new branch managers, Stephanie Clark, incoming branch manager of the Duncan Branch Library, and Kyle Maier, incoming branch manager of the Burke Branch Library.

Director Dawson reported that due to the security concerns at all facilities, Administration met with Stanely/Sonitrol to get recommendations for improving security throughout the library system. An initial estimated cost to add additional cameras and other security measures is approximately \$147,000.

The Director reported that the Barrett Branch has received some new furniture for its children's area. The Duncan Branch had received LED lights which have significantly improved the lighting. She reported that she and Deputy Director Renner had met with two conservationists and had received advice on caring for the special collections in general, as well as for specific items in the collection at Special Collections/Local History. In addition, Administration would be performing a top-down review of procedures regarding these collections. She announced that a display case purchased by the Friends of Special Collections was due to arrive in January.

Director Dawson reported that the City was projecting an \$18.6 million shortfall and that department heads would be meeting to produce reduction options. The City Manager would submit his budget recommendations to City Council on February 26.

Director Dawson reported that the Library was on target with spending. Fines and fees received year to date was \$115,244. The Library projected that it would be short about \$23,000 of the fines and fees requirement. Mrs. Koopman moved to accept the Treasurer's Report. Ms. Schloeder seconded the motion which was accepted unanimously.

Mr. Hobson reported that he and Mrs. Koopman had met with BB&T representatives and had received a detailed report pertaining to the Library's investment portfolio. The total portfolio for the period of August through November showed a 1.57% increase whereas the benchmark showed a 1.60% increase. Year to date, the portfolio increased 6.38%, while the benchmark increased 6.76%. He noted that the Investment Committee was generally happy with BB&T and that the investment representatives are responsive. Mrs. Koopman agreed and added that the Library's portfolio was by nature highly conservative.

Mrs. Koopman reported that this would be her last meeting. Mr. Hobson nominated Ms. Schloeder for chair commencing upon termination of Mrs. Koopman's term. Mr. Fannon seconded the motion which was approved unanimously.

Director Dawson presented Mrs. Koopman with a certificate in recognition of her twelve years of service, dedication, leadership, and being an agent of change.

Mr. Fitzgerald read a resolution recognizing Mrs. Koopman's contributions to the Library. Mrs. Koopman thanked the Library staff and board, noting that she had thoroughly enjoyed the last 12 years.

Mr. Fannon announced that this would also be his last meeting and that Allison Silberberg would be the Library's council representative. Mrs. Koopman thanked Councilman Fannon for being an active council participant on the Library's board, adding that he had set a new high level of the bar for other council members to follow.

Mr. Hobson moved to adjourn at 4:47 pm. Ms. Schloeder seconded the motion which was approved unanimously.

Respectfully submitted,

Gwendolyn Day-Fuller
Secretary