

The Alexandria Library Board was called to order by Chairperson Kathleen Schloeder on Monday, April 20, 2015 at 5:01 pm in the Ilka K. Dickman Board Room at Charles E. Beatley, Jr. Central Library. Members present were K. Schloeder, O. Fitzgerald, A. Paul, G. Day-Fuller, H. Desfosses, and W. Brierre. Member absent was A. Silberberg.

The members of the staff present were Deputy Director DiPilato, and Administrative Officer Wesson. Director Dawson was absent.

Guests present were Gary Hacker of the Friends of the Beatley Central Library, and the Library's Technical Services Manager Lynda Rudd.

Mr. Hacker said that in view of the water damage at the Beatley Library, resulting from the burst sprinkler pipe, the Beatley Friends urged city staff to conduct regular inspections. Deputy Director DiPilato stated that General Services will do a post-winter inspection. Mr. Hacker said that the Friends commended that action and thanked Director Dawson for her role in addressing this potential problem.

Mr. Hacker said that the content of the recently filmed library advocacy video did not address all of the issues the Beatley Friends had originally intended. Toy Box Productions would shoot additional footage at no additional cost and completion of the project was expected in May.

Mr. Hacker reported that the Beatley Friends' spring book sale had been successful; a total amount of collections was not yet available. A mini sale a couple of weeks earlier had netted \$1800. He said that the community had been outstanding at donating books, DVDs, and CDs. Remainders from the book sales might be put back in future mini sales; others would be donated to other organizations such as the Veterans Hospital.

Mrs. Paul thanked Mr. Hacker and reiterated the Board's appreciation for the Friends' continuing support of the library. Mr. Hacker replied that the Friends are library users and get a lot of benefit from library services.

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 INC/DEC</b>
<b>BARRETT</b>	140,231	8.04%	103,549	15.45%
<b>BEATLEY</b>	513,980	3.62%	216,885	-6.03%
<b>BURKE</b>	105,715	4.55%	75,057	-3.43%
<b>DUNCAN</b>	257,445	7.44%	127,515	-30.80%
<b>SPECIAL COLLECTIONS</b>	8,024	-8.71%	13,180	-8.48%
<b>TALKING BOOKS</b>	6,879	57.34%	1,880	4.79%
<b>EMATERIALS</b>	87,248	7.87%		
<b>TOTAL</b>	<b>1,119,522</b>	<b>5.56%</b>	<b>556,966</b>	<b>-6.97%</b>

<b>REGISTERED BORROWERS*</b>	107,1889	-19.11%
<b>EBORROWERS</b>	19,938	17.59%
<b>LIBRARY MATERIALS**</b>	351,193	-28.93%
<b>LIBRARY WEBSITE VISITS</b>	422,892	16.86%
<b>LIBRARY WEBSITE PAGES USED</b>	4,239,522	24.48%
<b>WIRELESS USERS</b>	39,127	56.11%
<b>MEETING ROOMS</b>	119 Meetings (MONTHLY) \$3,054.50 (YTD)	

**MONTHLY INTERNET COMPUTER UTILIZATION:**

	<b>No. of Terminals- Automated Signup</b>	<b>No. of Sessions</b>	<b>Utilization</b>
<b>Barrett</b>	8	1,289	59.87%
<b>Beatley</b>	30	4,837	46.43%
<b>Burke</b>	16	1,765	46.92%
<b>Duncan</b>	9	1,059	43.15%
<b>TOTAL</b>	<b>63</b>	<b>8,950</b>	<b>47.66%</b>

*\*Annual purge of patron records was completed in January 2015, removing patrons without fines who had not used their library cards since 2009.*

*\*\*The integrated library system database was also cleaned in January 2015, removing items which had been discarded from the system since 2009.*

Ms. Desfosses moved to approve the February 2015 minutes. Mr. Brierre seconded the motion which was approved unanimously.

Deputy Director DiPilato presented the monthly activity report, noting that the patron count continued to be down, but circulation continued to increase. E-borrowers and website visits continued to increase, reflecting a general trend of more online users. While the library's Internet computers were not used as much, wireless users continued to increase.

Deputy Director DiPilato reported that Director Dawson would be attending the Virginia Public Library Director Association's annual retreat. She also reported that Director Dawson had attended the Healthy Families budget work session, at which she provided clarity regarding the library's proposed 50-50-50 matching grant plan. City Council agreed to match what the Alexandria Foundation raises in FY2016, up to \$50,000. The Library would attempt to raise \$50,000 but their success or lack thereof would not affect the city match to the Foundation.

Deputy Director DiPilato reported that the bio-retention project at the Burke Branch Library had been completed and now Burke's chiller was being replaced. The renovations in the Beatley Library meeting room were complete, including installation of a new movie screen, projector, adaptive listening system, and wiring. Deputy Director DiPilato thanked the Library Foundation and the Beatley Friends for their support of the project.

Deputy Director DiPilato reported that Brack Stovall had been appointed as the Duncan Library's new Branch Manager, effective May 13. She reported that the annual All Alexandria Reads program would begin April 30, highlighting the book Big Stone Gap. She also reported that the library had recently participated in Snapshot Days, an annual advocacy day sponsored by the

Library of Virginia. Libraries throughout Virginia take one day in April to record customer comments and photos depicting what the library means to them. At Beatley and Burke, Communications Officer Anton Murray had taken photos and talked to customers. Barrett Branch and Duncan Branch would recognize Snapshot Day later in the month of April. This is a great advocacy tool for the Library. Deputy Director DiPilato invited board members to attend the Library's annual Staff Development Day on May 15.

Deputy Director DiPilato reported that City Council had included \$50,000 in the FY16 Capital Improvement budget to do the design and space planning for the Burke Branch first floor. The Library has taken this to indicate that the first floor will remain dedicated for Library use.

Mrs. Paul reported that the Library had spent about 63% of the budget and 79% of the State Aid. The Library had made \$199,671 or 76.8% of the fines and fees requirement

Ms. Desfosses reported that the Investment Committee had met with Deputy City Manager Laura Triggs, to ask her advice on seeking information regarding investment banks. She had suggested the committee work with David Clark, the city's treasurer. The committee was waiting to hear back from Mr. Clark and would meet again in mid-summer or in the fall.

Mr. Brierre stated that the Investment Committee would receive a briefing from BB&T on June 15 at 3pm. He also reported that the Investment portfolio had increased 4.78% in comparison to the 5.12% increase in the benchmark over the past year.

Deputy Director DiPilato reported that the Law Library had closed as of April 1 with no public notice. The three city-appointed Law Library Board members had resigned. The Bar Association and the remainder of the Law Library board members had a town hall style meeting that Ms. Schloeder and Technical Services Manager Lynda Rudd had attended. Subsequently, the Library had been asked to provide a budget memo to answer the budget office's questions. The Library's response included the Library's priorities included in the recently approved Five Year Plan. She noted that as a result of the needs assessment and Five Year Plan, the library's priorities are clearly defined and the Law Library did not appear as a priority. The Library was asked what it would cost to operate the Law Library. The estimated range was from \$89,000 to \$140,000 annually to operate the Law Library. This included staffing, support for the purchase of materials, and integration of the Law Library's computer system with the Library's computer system. We anticipate getting some support back from the court filing fees which had typically gone to the Law Library. City Council would review this information. Ms. Desfosses asked if the Library was prepared to take over the Law Library if the funding were provided. Ms. Schloeder replied that Library staff were prepared and had thought through the related issues.

Deputy Director DiPilato reported that she had received some great feedback from Mr. Fitzgerald and Ms. Desfosses which had been integrated into the final draft of the Library's Five Year Plan. She added that Library staff were excited to move forward with implementation and that once the plan was finalized, she would conduct a meeting with participants of the focus groups and surveys to inform them about how their input was used in the plan. Mr. Fitzgerald moved to approve the Five Year Plan. Mrs. Paul seconded the motion which was approved unanimously.

Deputy Director DiPilato reported that Spring2Action would be on April 22 and noted that the Alexandria Library Foundation had notified past donors and had placed an ad in the Alexandria Times to inform the public.

Ms. Schloeder appointed Mrs. Paul and Ms. Day-Fuller to work with her on the director's evaluation. She appointed Mr. Fitzgerald to prepare the FY15 annual report. She appointed Mr.

Brierre and Ms. Desfosses to serve on the nominating committee for the June election of officers.

Ms. Schloeder reported that Volunteer Appreciation Day would be recognized by the Library at a reception on Sunday April 26 at 2pm. Volunteer Coordinator Samantha Palmieri had drafted a resolution to be presented by board members at the ceremony. Ms. Desfosses said that she would attend and would be pleased to read the resolution on behalf of the Library Board. Ms. Desfosses moved to approve the resolution. Mr. Brierre seconded the motion which was approved unanimously.

Mrs. Paul moved to return to the hour of 4pm for Library Board meetings. Mr. Fitzgerald seconded the motion which was approved unanimously.

Mrs. Paul moved to adjourn the meeting at 6:05pm. Mr. Brierre seconded the motion which was approved unanimously.