

The Alexandria Library Board was called to order by Chairperson Kathleen Schloeder, on Monday, February 11, 2013 at 4:05 pm in the Ilka K. Dickman Board Room at Charles E. Beatley, Jr. Central Library. Members present were K. Schloeder, O. Fitzgerald, A. Paul, R. Hobson, G. Day-Fuller, H. Desfosses, and A. Silberberg.

Staff present were Director Dawson, Deputy Director Renner, Administrative Officer Wesson, Communications Officer Kimberly Nathaniel, Beatley Central Library Manager Renee Dipilato, and Technical Services Manager Lynda Rudd.

Ms. Schloeder welcomed new members Vice Mayor Allison Silberberg, representing City Council, and Helen Desfosses, a newly appointed citizen member.

Mrs. Paul moved to approve the December 2012 minutes as amended. Mrs. Desfosses seconded the motion which was approved unanimously.

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>	102,090	23.01%	69,864	-6.32%
<b>BEATLEY</b>	385,969	27.81%	184,707	-2.80%
<b>BURKE</b>	77,213	4.31%	60,654	11.31%
<b>DUNCAN</b>	187,090	18.69%	143,075	-18.40%
<b>SPECIAL COLLECTIONS</b>	6,708	-28.84%	10,872	12.69%
<b>TALKING BOOKS</b>	3,144	-17.39%	1,392	5.61%
<b>EMATERIALS</b>	38,450	84.43%		
<b>TOTAL**</b>	<b>800,664</b>	<b>23.05%</b>	<b>470,564</b>	<b>-1.64%</b>

<b>REGISTERED BORROWERS</b>	136,359	-8.08%
<b>EBORROWERS</b>	12,744	36.46%
<b>LIBRARY MATERIALS</b>	488,415	3.21%
<b>LIBRARY WEBSITE VISITS</b>	249,239	52.56%
<b>LIBRARY WEBSITE PAGES USED</b>	1,097,462	443.58%
<b>MEETING ROOMS</b>	148 Meetings (MONTHLY) \$2145.00 (YTD)	

**MONTHLY INTERNET COMPUTER  
UTILIZATION:**

	<b>No. of Terminals- Automated Signup</b>	<b>No. of Sessions</b>	<b>Utilization</b>
<b>Barrett</b>	8	1,559	72.57%
<b>Beatley</b>	30	5,422	59.88%
<b>Burke</b>	16	2,097	58.18%

<b>Duncan</b>	9	1,173	50.24%
<b>TOTAL</b>	<b>63</b>	<b>10,251</b>	<b>59.74%</b>

Director Dawson reported that while overall patron count was down, circulation was up 23%. She attributed this to increasing usage of electronic books and audiobooks, following the holiday season during which many people received e-readers or other electronic devices as gifts.

Director Dawson shared the recommended FY14 budget cuts which were submitted to the Office of Management and Budget. The Library had been asked to present a 4.2% budget reduction scenario, or approximately \$300,000 in cuts. The City Manager would present his recommended cuts at the February 26 City Council meeting. She noted that the City has an \$18 million deficit, not including the deficits of the Schools and transit. She also noted that the City Manager’s recommendations would include funding for some building maintenance issues for Beatley Central Library, as well as restoration of the library’s night cleaning service.

Director Dawson reported that the Library was the recipient of a Dollar General/American Libraries Association “American Dream Starts at Your Library” grant, which includes an award of \$8,000 cash which would fund ESL classes at the Beatley Central Library, as well as an English as a Second Language book collection at the Duncan Branch Library. The grant, written by staff members Renee Dipilato and Marilyn Doherty, would also include funds to boost the ESL collections at the other branches. The Board members expressed gratitude to Ms. Dipilato and Ms. Doherty for writing and receiving the grant.

Director Dawson reminded the Board that in September 2012, she had reported that the 1796 Alexander Ledger was missing. After several months, the missing ledger had been found. While it was embarrassing to admit, it was a case of the item being misshelved. The ledger and the maps would be on view at the George Washington Birthday Breakfast and Meeting of the Friendship Veterans Fire Engine Association on Monday, February 18.

At 4:20pm, Mr. Fitzgerald moved that the Library Board convene in closed executive session, pursuant to Section 2.2-3711(A)(1) of the Code of Virginia, for the purpose of discussion and consideration of a personnel matter.. Mr. Hobson seconded the motion which was approved unanimously.

At 4:35pm, Mr. Fitzgerald moved to reconvene in open session. Vice Mayor Silberberg seconded the motion which was approved unanimously.

Mr. Hobson moved that the board adopt the resolution previously circulated to the Board: *WHEREAS, the Library Board has this 11<sup>th</sup> day of February, 2013 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.*

Mrs. Desfosses seconded the motion which was approved unanimously.

Mrs. Paul reported that the Library was approximately 58% through the year and had spent 54% of its budget and 57% of its State Aid. Fines and fees income to date was \$159,921, which is 53% of the fines and fees requirement of \$300,500. It was noted that with the use of a materials recovery agency that patrons begin to return items on time, so fine intake decreases. Director Dawson added that the return on investment for every dollar we have spent on the materials recovery agency, Unique, was \$7 over the past year. Mrs. Desfosses moved to accept the treasurer's report. Mrs. Day-Fuller seconded the motion which was approved unanimously.

Mr. Hobson presented the Investment Committee report, noting that the total portfolio performance for calendar year January - December 2012 was 3.69%, and was in line with the benchmark which was also 3.69%. For the month of January the portfolio showed a gain 1.2%.

Mr. Hobson moved that the chair, Mrs. Schloeder, be elected to serve on the Investment Committee. Mrs. Paul seconded the motion which was approved unanimously.

Mrs. Schloeder noted that there were no recommended changes to the Library Board's bylaws.

Mrs. Desfosses moved to adjourn at 5:53pm. Mr. Hobson seconded the motion which was approved unanimously.

Respectfully submitted,

Gwendolyn Day-Fuller  
Secretary