

# Alexandria Library Board Minutes

Date

January 26, 2023

Location

Charles E. Beatley, Jr. Central Library; Ilka K. Dickman Board Room

Present

Trudi Hahn, Canek Aguirre, Robert Ray IV, Patsy Rogers, Oscar Fitzgerald, Albert Moseley II, Director Dawson, Deputy Director Labra, Division Chief Gates.

The meeting was called to order at 4:01pm. Chair Hahn welcomed Mr. Moseley to the Board and asked the members to introduce themselves.

Old Business – FY24 Budget

Director Dawson provided a recap of the FY24 budget process to date and reviewed the original items which were approved by the Board and submitted by the Library Director to the City Manager. Director Dawson re-shared the chart below, listing the original supplemental funding requests as well as the two items submitted for the required 2% reduction:

**FY24 Alexandria Library Budget Submissions (City Manager)**

Proposal Title	Type of Request	FTE Impact	Revenue Impact	FY 24 Cost (or Savings)	Priority Ranking
Market-Based Compensation Adjustments	Supplemental			\$ 854,261.00	1
Expand CORE Materials Collection & Retain Equity Audit Tool	Supplemental			\$ 61,633.00	2
Mobile Hotspot & Chromebook Lending	Supplemental			\$ 33,060.00	3
CPI Adjustments	Supplemental			\$ 58,991.00	4
Microsoft 365 Migration	Supplemental			\$ 19,487.00	5
Add Community Outreach Team	Supplemental	1.50		\$ 81,075.00	6
Expand Law Library Services	Supplemental	0.25	\$ 613.00	\$ 47,017.00	7
Current Actual Costs True-Up	Supplemental			\$ 35,019.00	8
Eliminate Sunday Library Services	Reduction	(0.10)		\$ (93,932.00)	n/a
Eliminate & Reduce Security Guard Services	Reduction			\$ (69,737.00)	n/a

**Supplemental Total \$ 1,190,543.00**  
**Reduction Target (2%) \$ (163,669.00)**

Director Dawson then reported on the City Manager’s request (via OMB) that the Library submit an alternative budget reduction in the amount of \$50,000 instead of the original “Eliminate Sunday Library Services” original submission. It was stated that the City Manager does not want to cut hours and that the Library should consider looking at positions that have been vacant for some time when looking for an alternative budget reduction.

Director Dawson reported that the Library does have several vacant positions, but that those positions are related either to current staff turnover, to a planned Library reorganization, or to staffing of the electric outreach vehicle (approved, but not yet received from Fleet Services). Director Dawson outlined a possible

alternative budget reduction which would increase passport revenue and eliminate three Library Page positions should the Board decide to meet the alternative \$50,000 reduction goal.

Proposal Title	Type of Request	FTE Impact	Amount
Increase Passport Revenue (Add one day of passport service and ~688 appointments)	Reduction	-	\$ 24,050
Eliminate 3 Part-Time Library Page Positions (Lump Sum/Seasonal Personnel budgeted @ 10 hrs/wk)	Reduction	-	\$ 25,950

**Alternative Reduction Total \$ 50,000**

Director Dawson considered reducing the heat and cooling hours at each branch as a way to meet the reduction request. She reported that the Library was not notified about the proposed security guard reduction, although she presumed that it had been accepted by the City Manager. Councilmember Aguirre asked how staff would feel about removal or reduction of the guard presence and Director Dawson responded that it would be of great concern to her and to staff given the continued rise in security incidents.

Councilmember Aguirre stated that his recent research showed that the Library is operating at a 2008-2009 funding level due to sustained budget cuts over the years. Mr. Fitzgerald stated that the Library needs more money to operate and that the Board should not approve any cuts, rather it should insist on more funding for compensation and other expenses. Director Dawson reported that it was possible that the City Manager would recommend a phased approach to increasing staff compensation based on questions that were posed at the budget meeting last Fall.

Mr. Ray made a motion that the Board support Director Dawson by authorizing her to bring forward to the City Manager the alternative reduction option that she provided to the Board. Mr. Fitzgerald stated that he would totally oppose that motion. Mr. Moseley asked if an immediate response was required and Director Dawson stated that it was given the City Council’s budget calendar. Director Dawson stated that she was worried about the multi-year impact of agreeing to an alternative cut and confirmed that the Board has the authority to not provide an alternative.

Mr. Fitzgerald made a motion that the Board inform the City Manager that it had reviewed all of the options and that it would like for the City Manager to retain its original budget supplemental and reduction submission. Mr. Moseley seconded the motion.

Mr. Ray proposed a friendly amendment to the motion that the Board produce a letter of support for Director Dawson. Councilmember Aguirre stated that the motion at hand would sufficiently display that support and Mr. Ray withdrew his proposed amendment. The motion was passed unanimously with one abstention from Mr. Ray.

Chair Hahn asked what the Board should do to display its support during the budget process. Councilmember Aguirre suggested that members of the Board attend the City Manager’s budget presentation to Council and the Town Hall session which is often at Beatley Library. Later in the process, the Board could work with the Friends groups and others to show their support via public testimony or letters to City Council.

Executive Session

Ms. Rogers moved that the Board go into Executive Session to discuss a personnel matter. Councilmember Aguirre seconded that motion which was passed unanimously.

After the Board returned from Executive Session, Mr. Moseley read a motion to reconvene the meeting in open session and to adopt the Executive Session resolution. Mr. Ray seconded that motion and it was passed unanimously.

Adjournment

Mr. Fitzgerald made a motion to adjourn the meeting. That motion was seconded by Ms. Rogers and approved unanimously at 6:15pm.