



**City of Scottsdale  
Library Board**

**Regular Meeting Minutes**

Wednesday, May 18, 2022, 3:30 pm  
Civic Center Library Board Room  
3839 N. Drinkwater Blvd.  
Scottsdale, AZ 85251

**PRESENT:** Chair Shiela Reyman, Vice-Chair Janet Smigielski, Board Members Sheila Collins, Freda Hartman, Fred Klein, and Marna McLendon.

**ABSENT:** Board Member Sam Campana

**STAFF:** Kira Peters, Community Services Administrator; Managers Mandy Carrico, Melissa Orr and Lee Schnoor; Erin Krause Riley, Adult Services Coordinator; Dr. Mariko Whelan, Early Learning, Youth & Teen Services Coordinator; Anna Anderson, Community Service Management Analyst

**Call to Order**

Chair Reyman called the meeting to order at 3:31 p.m.

**Roll Call**

Members present as listed above.

Chair Reyman congratulated Ms. McLendon on her reappointment to the Board for an additional three-year term.

**Public Comment:**

No public comments were submitted.

**Minutes** – April 20, 2022

Board Member Hartman noted in her opinion the minutes should include more information related to challenged material and the discussion the Board had regarding due process for multiple individuals and/or organizations. After discussion the Board agreed to insert the following language. "... *The Board discussed the reconsideration procedure for both individuals and organizations and related due process.*"

Vice Chair Smigielski reminded Board members to state their name when speaking.

VICE CHAIR SMIGIELSKI MOVED TO APPROVE THE APRIL 20, 2022, LIBRARY BOARD REGULAR MEETING MINUTES. BOARD MEMBER HARTMAN SECONDED THE MOTION, WHICH CARRIED SIX (6) TO ZERO (0). CHAIR REYMAN, VICE-CHAIR SMIGIELSKI, BOARD MEMBERS COLLINS, HARTMAN, KLEIN, AND MCLENDON VOTED IN THE AFFIRMATIVE, THERE WERE NO DISSENTING VOTES.

## **REGULAR MEETING AGENDA**

### **1. Patron Comment Report**

Kira Peters, Library Director / Community Services Administrator, stated since the library system has been opened the comments have increased, which indicates people are using the library and providing feedback. There were comments that represented appreciation for staff assistance and the drive thru service. Patrons asked for use of computers and manipulatives to be returned and Ms. Carrico noted this is already in the works.

A comment pertained to most of the events happening only at Civic Center. Ms. Krause Riley advised this is being addressed. Based on some comments the community likes the Bookshop that is run by volunteers. There was a recommendation to work with Tender Hearts and Many Tails Charity, which will be investigated.

Some concerning comments pertained to homeless individuals using the library and bullying behavior. Ms. Peters stated the library is a public place that has a code of conduct, and the staff is good at enforcing it should a situation arise.

Chair Reyman asked to have the comments grouped by library and commended staff for doing a great job. Board Member Hartman made suggestions based on public comments to include adding CDs to the material budget for next year, increasing financial publications, and increasing remote programming to include streaming any events held at Civic Center to other branches. Board Member McLendon suggested having brainstorming suggestions on addressing difficult issues. Ms. Peters and Ms. Carrico advised homeless patrons can be referred to HR for additional assistance, while educating the public that all who abide by the code of conduct are welcome, even if they present differently.

### **2. 2022 Summer Reading Program Presentation**

Dr. Mariko Whelan and Erin Krause Riley, Library Coordinators, provided an update on the Summer Reading Program.

Ms. Krause Riley advised the plan is to have 1,300 18+ participants, 30% more than 2021, enrolled in programming that will be offered at all branches. Marketing will be increased, and prizes will be offered for each 250 points received up to 1,000, that include coupons, magnification bookmarks, book totes, free books from the County, among other things. A flyer has been designed that includes things to do without using a device.

Dr. Whelan advised the ocean-themed kids summer reading program is for pre-readers to teens using a game board and prizes by age as motivators. 101 teen volunteers signed up to assist with the summer programs and 552 children and adult citizens have signed up for the

programming. The Outreach Coordinator is working with the Boys & Girls Club, YMCA, and SUSD Summer Program to encourage sign up for summer reading. The emphasis for the reading programs is to sign up the entire family. County programs will be held each month that are theme-related STEM programming. Although the teens will assist in reading to younger kids, the Reading Buddies will be reinstated next year. The hope is to increase participation by 40% over the 2020 and 2021 levels.

Board Member Klein inquired of the teen volunteer duties and if there are teen discussion groups. Dr. Mariko advised the teen volunteers assist with signing families up for programs, track minutes, provide prizes and perform other minimal tasks as needed. The teens are asked to commit to 20 hours over the summer, while many ask to do more. Many teen volunteers use this time to meet graduation requirements. The teens participate in the STEM and Makerspace programs during the summer and teen book clubs during the school year.

### **3. FY 21/22 3<sup>rd</sup> Quarter Library Usage Statistics Review**

Ms. Peters, Library Director and Anna Anderson, Community Services Management Analyst, provided an update on library usage statistics. As previously discussed by the board special focus was on the metrics and adding context as to what the numbers mean, specifically noting COVID-19 time frame. The presentation incorporates data history back to 2017-18 to the present.

Gate counts are up 37.6% compared to FY 20/21. Q3 incorporates January – March of the FY that ends on June 30<sup>th</sup>. Digital gate counts from accessing the library catalog and Pegasus are down from Q2, which could be attributed to many factors including the branches being open. There are currently 81,000+ valid library card holders which varies based on monthly purging of 2+ year inactive and expired cards. FY 21/22 is the most accurate data based on when the purging requirement came into effect. Goals are geared toward circulation and card holders. Library Shop revenue is at \$68,000 YTD. A discussion ensued regarding the new special account funded by Library Shop revenue. Volunteer hours this FY are equivalent to one FTE.

Board members commented how the decreased number of active cards could reflect negatively for budget purposes. Not going back to FY 17/18 could remove the large downward trend. This could be an internal figure used to determine future goals. Ms. Carrico advised there are a couple reasons with the most important being when paying for vendors and services based on the number of cards. A discussion ensued regarding tracking age group program attendance for future planning.

### **4. 2019-2022 Library Strategic Plan Progress**

- Tabled until the June meeting.

### **5. Director's Report**

Ms. Peters thanked the Board for the strong passion and advocacy that did not go unnoticed. The General Fund increased by \$122,000 compared to last FY, in addition to the special revenue fund that supports collection materials. The gate count was 182,000 with

drive thru and curbside at 25,832. Ms. Stock participated in the month-long staff career advancement program. Books2go is being relocated from Sonoran Hills to the DC Ranch Park in North Scottsdale, due to repeated damage. 2023-26 Strategic Plan held its first meeting on April 8<sup>th</sup> where community input was reviewed, and the next meeting is scheduled for May 20<sup>th</sup> that will develop focus groups. The Sky Room grand reopening was successful. Pony Express at Appaloosa is being used to complement the full-service library. Sliding doors have been installed for the new youth center entrance at Civic Center. In-person library programming is increasing including movies, story time, computer classes, and the summer reading program. As a result of the Friends of the Library support, their logo is placed on the pages of Scottsdale Life. Volunteers are coming back through a strategic process. Earth Day was celebrated with programming on climate change and water usage. With the completion of the Scottsdale Art Project many big events are coming, which the library will complement. Ms. Carrico is working on recruiting to fill vacant positions with the most important being filling the Technical Services / Senior Manager position that is open until June 15<sup>th</sup>. Jess Oakenstar, a long-time employee of Mustang, passed away after a long battle with cancer.

## **6. Board Members' Reports**

Chair Reyman noted the Friends of the Library are excited to get programs and funding with fundraisers planned. Additionally, she attended the City Council meeting on May 17<sup>th</sup> and spoke on behalf of the Board. She noted the support of Councilwomen Whitehead and Littlefield and commented that the Friends of the Library, the City and the Board all want a successful library system.

Vice Chair Smigielski advised that as a citizen of Scottsdale and patron of the library system, she sent an email to City Council asking for support for the library. She received a response from Judy Doyle, Budget Director, stating the Fine Free money was included in the \$122,000 increase. Chair Reyman reminded Board members based on the open meeting law, communication cannot be done on behalf of the Board, only as individuals.

Board Member McLendon advised as part of being reappointed she was asked to discuss important issues, which she responded was to get back to pre-pandemic levels, budget shortfalls, and the need for additional materials. Additionally, she made a final visit to Appaloosa and met with enthusiastic full-time and part-time staff.

Board Member Klein inquired if there was a response to the decision rendered. Ms. Carrico advised the reconsideration was conducted by the Collection Development Specialist. She will obtain and email any response to Board members.

## **7. Identification of Future Agenda Items**

- Strategic Plan (wrap up and start up)
- Library outreach and safety
- Branch Liaison
- Calendar Review
- Staffing

## **8. Adjournment**

BOARD MEMBER COLLINS MOVED TO ADJOURN THE MEETING. VICE CHAIR SMIGIELSKI SECONDED THE MOTION, WHICH CARRIED SIX (6) TO ZERO (0), CHAIR REYMAN, VICE-CHAIR SMIGIELSKI, BOARD MEMBERS COLLINS, HARTMAN, KLEIN, AND MCLENDON VOTED IN THE AFFIRMATIVE. THERE WERE NO DISSENTING VOTES.

With no further business to discuss, being duly moved and seconded, the meeting adjourned at 5:09 p.m.

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