



Approved 9-16-15

**SCOTTSDALE PUBLIC LIBRARY BOARD  
MEETING MINUTES  
Civic Center Library  
June 17, 2015 - 3:30 p.m.**

**Members Present:** Dana Braccia  
Halette Fealey  
Teresa Kim Quale, Vice Chair  
Laraine Rodgers  
Peggy Sharp-Chamberlain  
Doug Sydnor arrived  
Mary Wilber, Chair

**Staff Present:** Kathleen Wade, Library Director  
Kathy Coster, Senior Manager, Adult, Youth & Marketing Operations  
Robbin Gaebler, Senior Manager, Building Operations & Volunteer Svcs.  
Killeen Sepulveda, Administrative Secretary

**CALL TO ORDER**

Board Chair Wilber called the meeting to order at 3:30 PM.

**APPROVAL OF MINUTES**

Board Member Rodgers called for a motion to approve the Minutes of the May meeting. Board Member Fealey seconded and the motion passed 7-0.

**OPEN CALL TO THE PUBLIC (ARS 38-431.02)**

There were no members of the public present.

**PRESENTATION OF CITY'S DRAFT GENERAL PLAN**

Taylor Reynolds and Sara Javoronok from the City's Advance Planning department presented information about the draft General Plan.

## **LIBRARY STAFF REPORTS OF CURRENT EVENTS (A.R.S. 38-431.02 (K))**

### ***Library Director's Report –Library Director, Kathleen Wade***

Director Wade deferred to Senior Manager Coster, who spoke about things going on in Youth Services. Coster reported that the library was involved in Phoenix ComiCon and made approximately 3000 contacts. The LSTA (Library Services & Technology Act) grant for Early Learning will supply backpacks filled with educational toys at the end of the library's two programs, which are evidence based and involve a partnership with Arizona State University. Coster reported that 25% of Library Youth staff will be trained in these programs. Coster announced that the new exhibit in the Gallery space, "The Forest Floor" will open soon and the library will be doing youth programming around the concept.

Director Wade spoke about the Business Operations Audit that was performed by the City a few months ago. She reported that the Library had four areas where they have requested improvement; doing periodical physical inventories of the collection, making sure staff is dispersed properly, using computer labs more effectively and cash handling. Wade reported that the Library will actively take steps to improve on these areas.

Director Wade announced that she collected the most donations in the dunk tank during Mighty Mud Mania and received a plaque from Parks and Recreation.

### ***Customer Comment Report – Kathleen Wade***

Board Chair Wilber commented on the amount of complaints about the new PIN numbers required to use the self-check stations. Director Wade stated that she is confident that these complaints will lessen with time once the patrons become more comfortable with the process. Board Member Sharp-Chamberlain submitted a comment card requesting that the Library schedule meetings and programs after opening at 9am, which will reduce the amount of time patrons have to wait outside the Library for someone to unlock the door. Director Wade stated that she will bring that item forward at the next Branch Manager's meeting and will report back to the Board.

### ***Library Highlight – Medina Zick***

Youth & Teen Services Coordinator Medina Zick presented information about the Summer Reading Program.

## **RASSNER LIBRARY ENDOWMENT DISBURSEMENT**

Board Member Sharp-Chamberlain called for a motion to approve the disbursement of the Rassner Library Endowment. Board Member Sydnor seconded and the motion passed 7-0.

## **POLICY REVISION CIR-1**

Board Member Sharp-Chamberlain called for a motion to approve the revised policy CIR-1 Library Cards. Board Member Sydnor seconded and the motion passed 7-0.

**PROPOSED REVISION OF BYLAWS REGARDING THE RESPONSIBILITY OF ADDING ITEMS TO THE AGENDA**

This item will be added to the September agenda for action.

**ANNOUNCEMENTS, ISSUES FOR FUTURE DISCUSSION**

- The Board will get a review of Open Meeting Laws at the next meeting.
- Board Chair Wilber announced that she will attend the Sunset Review meeting on June 22, 2015.
- Board Member Sharp-Chamberlain announced that she will attend the American Library Association conference in San Francisco.

**ADJOURNMENT**

With no further business to discuss, being duly moved and seconded, the meeting was adjourned at 5:02 PM.

Respectfully submitted,

Killeen Sepulveda, Administrative Secretary