



**SCOTTSDALE PUBLIC LIBRARY BOARD  
MEETING MINUTES  
Civic Center Library Board Room  
March 18, 2009 - 3:30 p.m.**

**Members Present:** Denise Dowers, Chair  
Joan Freund, Vice Chair  
Louise Nemanich, Secretary  
Greta Knapp  
Judy Lewis  
Paul Lison  
Camille Schmidt

**Staff Present:** Rita Hamilton, Library Director  
Carol Damaso, Public Services Manager  
Aimee Fifarek, Manager of Technologies and Content  
Cheryl Thomsen, Library Administrative Coordinator  
Kathy Coster, Manager for Innovation  
Shelley Grebles, Staff Development/Tech Learning Coordinator  
Rose Rimsnider, Administrative Secretary

**CALL TO ORDER**

Ms. Dowers called the meeting to order at 3:30 PM.

**APPROVAL OF MINUTES**

Ms. Dowers called for a motion to approve the Minutes of the February 2009 meeting.  
Ms. Schmidt so moved; Mr. Lison seconded, and the motion passed 7-0.

**LIBRARY STAFF REPORTS OF CURRENT EVENTS (A.R.S. 38-431.02 (K))**  
***Monthly Statistical Report – Cheryl Thomsen***

	<u>February 2008</u>	<u>February 2009</u>	<u>% Change</u>
Items Circulated	245,628	287,660	+17%
YTD Circulation	1,908,432	2,355,726	+23%
Attendance	132,377	138,899	+5%
YTD Attendance	994,237	927,192	+7%

The Gift & Memorial Trust Account receipts in February were \$0, expenses were \$13,197.85. In the Library Book Sale Special Revenue Account, February income from sales were \$16,320.99 and expenditures were \$14,906.85.

In February 2009, volunteers donated 2,671 hours to the Library, and the public access computers were used 43,388 times.

***Library Director's Report – Rita Hamilton***

Ms. Hamilton reported that the Library held an all-staff celebration handing out three Hall of Fame and 13 Oscar awards to staff for their outstanding service for 2008. This yearly event was organized by the Library's Green Team keeping in mind a "green" theme. We used low impact materials to eat off of – the plates were made out of corn, limestone and potatoes; the cups were made from all natural corn based materials; and the napkins were 100% recycled and were whitened without chlorine bleach.

A reception for the Scottsdale Remembers exhibit was held in the Gallery with about 45 people attending.

Ms. Hamilton reported that the Culture Pass Program that was introduced at the February meeting will go into effect April 1. We've received great press as this program was announced to the public in last Sunday's *Arizona Republic*.

Ms. Hamilton invited the Board members to a Hard Hat Tour of Appaloosa Library on April 23<sup>rd</sup> at 8:00 a.m. The Mayor and Council have been invited and a light breakfast will be served.

Ms. Hamilton reported that the City is keeping an eye on the federal government's stimulus funding. The City has organized a group to keep track of what is available. No funds have been specifically targeted for urban public libraries. We are researching a stimulus funding being provided for broadband internet access.

Ms. Hamilton reported that the City will offer 119 early retirement incentives. The Library has 10 employees applying for the early retirement incentive. Those positions vacated due to retirement will be eliminated. We've also been asked to further reduce our budget for 2009-2010 by 20%. John Little, City Manager, will release his recommended 2009-2010 budget on April 7 to City Council. Our proposed budget reduction is to close Palomino Library. The main reason for this proposal is that the cost to run Palomino is about \$800,000 and approximately 75% of the library use is school related. This is not cost effective service for the general community. Scottsdale Unified School District is also interested in ending our arrangement. It will be up to City Council to decide service reductions throughout the City. Ms. Dowers asked if the closure does happen will this take care of the necessary budget reductions needed. Ms. Hamilton responded yes. Ms. Nemanich stated that this makes sense and asked if the Mustang Library had enough computer capacity for the additional customers. Ms. Hamilton said that we would take a look at this. Ms. Freund asked if the population would get to weigh in on the decision. Ms. Hamilton responded that the public will have an opportunity to voice their concerns at the public budget hearings. She presented a draft budget meeting schedule and will keep the Board informed of any changes to these public budget meetings.

Ms. Nemanich commented that since we have a role as a Board, we should probably have some sort of statement from our Board stating that we support the budget reduction proposal. Ms. Dowers responded that when we know for sure the exact dates for the budget meetings, either I or one of the other Board members would step up and speak. Certainly, it would be good to do a statement on behalf of the Board. Mr. Lison commented that he's not sure this Board should be injecting itself into management decisions.

Ms. Hamilton added if you want to have a unified voice then you would need to have a statement and move to approve it. Ms. Nemanich commented that this was actually what she was thinking; not a statement you would speak but a written statement, something more formal.

Ms. Nemanich said she understood Mr. Lison's position that it's not our role to approve or disapprove the action management has taken. It's not even our role to propose what the actions management should be taking. But, I think something that has a big impact on the public like closing a library, we should come forth as a Board and say either we think this is a decision we support or it is a decision we don't support. To me, it feels like we have an obligation to step up and either endorse it or not endorse it. I think the Council would be looking to us. I'm happy if as a Board we decide we don't want to do that.

Ms. Dowers asked Ms. Hamilton if in the past Boards have done a similar thing and Ms. Hamilton responded not this Board but other City Commissions have done similar things. Ms. Hamilton offered to check further into the procedure for the Board to speak to Council and added that it could be just in the wording of the statement. We can talk about this at the next meeting.

***Customer Comment Report – Rita Hamilton***

Mrs. Freund commented that she was happy to have a shelf in the ladies room to put her purse on at Arabian. Ms. Schmidt commented that she likes getting a receipt at check out because it reminds her when the books are to be returned. Mrs. Freund commented on the customer's remark regarding the difficulty of walking a long way to get into the Arabian Library. She said that in the written response we suggested the customer call the library to ask for assistance into the building. It would help customers if that service was advertised.

***Library Service Highlight – Rita Hamilton***

Ms. Hamilton presented the Board the PowerPoint presentation of the Library staff celebration that highlighted library accomplishments and recognized library staff for their outstanding service to our customers.

**ITEMS REQUIRING BOARD ACTION**

***Proposed Expenditures – March 18, 2009***

YS Teen Events	3,500
----------------	-------

Ms. Dowers called for a motion to approve the March 2009 proposed expenditures. Mrs. Lewis so moved; Ms. Nemanich seconded and the motion carried 7-0.

**LOST & FOUND POLICY (revised)**

Ms. Hamilton explained the revision to the policy clarifies found and unclaimed items. Ms. Schmidt moved to approve the Lost & Found Policy as revised; Ms. Nemanich seconded and the motion passed 7-0.

**ADULT INFORMATION SERVICES POLICY (revised)**

Ms. Hamilton explained the revision to the policy changes the policy name to Information Services and updates procedures. Ms. Nemanich moved to approve the Adult Information Policy as revised; Ms. Schmidt seconded and the motion passed 7-0.

**ANNOUNCEMENTS, ISSUES FOR FUTURE DISCUSSION**

Ms. Nemanich requested further discussion of the proposed budget reduction regarding Palomino Library and the Library Board issuing a formal statement.

**OPEN CALL TO THE PUBLIC**

None.

**ADJOURNMENT**

With no further business to discuss, being duly moved and seconded, the meeting was adjourned at 4:27 PM.

Respectfully submitted,

Rose Rimsnider, Administrative Secretary