



**SCOTTSDALE PUBLIC LIBRARY BOARD
MEETING MINUTES
Civic Center Library Board Room
May 21, 2008 - 3:30 p.m.**

Members Present: Paul Lison, Chair
Denise Dowers, Vice Chair
Joan Freund
Karen Quinn
Camille Schmidt

Absent: Judy Lewis, excused
Nancy Walker, Secretary, excused

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

CALL TO ORDER

Mr. Lison called the meeting to order at 3:30 PM.

APPROVAL OF MINUTES

Mr. Lison called for a motion to approve the Minutes of the April 16, 2008 meeting. Ms. Schmidt so moved; Ms. Dowers seconded, and the motion passed 5-0.

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

Monthly Statistical Report – Cheryl Thomsen

	<u>April 2007</u>	<u>April 2008</u>	<u>% Change</u>
Items Circulated	216,326	263,439	+22%
YTD Circulation	2,034,274	2,438,141	+20%
Attendance	126,980	129,728	+2%
YTD Attendance	1,194,707	1,185,192	-1%

The Gift & Memorial Trust Account receipts in April were \$16,975.00, expenses were \$0. In the Library Book Sale Special Revenue Account, April income from sales was \$18,010.49 and expenditures were \$6,637.76.

In April 2008, volunteers donated 2,942 hours to the Library, and the public access computers were used 37,425 times.

Ms. Thomsen shared slides of the Sylvia Long exhibit currently on display in the Community Room and of the Authors and Appetizers event that took place in the Civic Center Library on May 9.

Mr. Lison asked if Ms. Thomsen knew why teen attendance in Knowasis was down. Ms. Hamilton answered that some of it had to do with the programming and end of the school year activities. Ms. Dowers suggested having a re-launch of the Knowasis to remind teens that it's there. Ms. Fifarek added that once the summer reading program begins, attendance should pick up.

Library Director's Report – Rita Hamilton

Ms. Hamilton reported that the Authors and Appetizers event held at Civic Center Library on May 9 was a lovely event with a great slate of authors and 90 people attending. Ms. Hamilton attended the City's budget hearing along with Mr. Lison. Ms. Hamilton commented that Mr. Lison spoke very loud and clear on all the positives our Library offers the community. Included in the budget is a \$400,000 transfer for Mustang's remodel. These funds were left over from the construction of Arabian. Mustang's remodel will begin July 1.

Ms. Hamilton shared that representatives from the Virginia G. Piper Charitable Trust visited the Knowasis Teen Center on April 29. Ms. Zick did a fantastic job showing off our teen library with students using the program. We also talked about early literacy, which the Piper Trust has funded in the past, and they're very interested in early literacy. Ms. Hamilton announced the receipt of \$20,000 from the Grayhawk Classic Residents' Foundation for the Storytime Room at Appaloosa. The contract for building Appaloosa is scheduled to be awarded July 1. The groundbreaking for Appaloosa is tentatively set for August 28, 2008, at 7:30 a.m.

Ms. Hamilton reported in order to produce a Strategic Plan for the next three years, the Library is holding Community Conversation meetings to obtain input from the public on what services or improvements they would like to see for their library. It has been a good process in obtaining good ideas and people are pleased we are asking for their input. We will compile a list of all the ideas and may do a focus group on the common ideas. We will complete the same process for staff asking for their input.

Customer Comment Report – Rita Hamilton

Ms. Schmidt referred to a television report that spoke with parents of minors who were able to check out "R" rated movies from surrounding community libraries. She wanted to know why we block certain internet sites but do not block minors' library cards from being able to check out "R" rated movies. Ms. Hamilton responded that specific law governs that when it comes to a computer, we have to protect children and when it comes to checking out material, the responsibility rests with the parents.

Library Service Highlight – Free speech activities on Library property

Ms. Hamilton reported that case law establishes the sidewalk as a free speech zone. We enforce the Library's policy and if we get complaints that petitioners are harassing our customers, we go out and give them a warning. If the petitioner gets three warnings, then we call the police. We have done our diligence by having legal counsel review our policy. Mrs. Damaso commented that a library monitor walks the interior and exterior of the building and if petitioners are not where they are supposed to be, then we ask them to move to the correct spot. If they refuse to move, then we call the police. Ms. Hamilton informed the Board that the petitioner issue is very much on our minds and we are being proactive on this.

ITEMS REQUIRING BOARD ACTION

Proposed Expenditures – May 2008

Volunteer Civic Center – Gen. Operating & Merchandising	\$ 1,200
Volunteer Mustang – Gen. Operating & Merchandising	1,000
Volunteer Palomino – Gen. Operating & Merchandising	300
Volunteer Calendars	1,500
Adult Summer Reading Program	4,000
Youth Services Baby Summer Reading Program	<u>2,200</u>
Total	\$10,200

Mr. Lison called for a motion to approve the May 2008 proposed expenditures. Mrs. Quinn so moved; Ms. Dowers seconded and the motion carried 5-0.

FREE SPEECH ACTIVITY (revised)

Ms. Hamilton explained that the revision to the Free Speech Activity Policy designates the free speech activity area at Arabian. Ms. Schmidt moved to approve the Free Speech Activity Policy as revised; Mrs. Quinn seconded and the motion passed 5-0.

CONFIDENTIALITY OF LIBRARY RECORDS (revised)

Ms. Hamilton explained that the revision to the Confidentiality of Library Records Policy adds a police protocol in the appendices. Ms. Dowers moved to approve the Confidentiality of Library Records Policy as revised; Ms. Schmidt seconded and the motion passed 5-0.

MEETING ROOM USE (revised)

Ms. Hamilton explained that the revision to the Meeting Room Use Policy adds Arabian meeting room amenities. Ms. Schmidt moved to approve the Meeting Room Use Policy as revised; Mrs. Quinn seconded and the motion passed 5-0.

ACCESSIBILITY (revised)

Ms. Hamilton explained that the revision to the Accessibility Policy adds clarification for customer accessibility. Mrs. Quinn moved to approve the Accessibility Policy as revised; Ms. Dowers seconded and the motion passed 5-0.

DISPLAY AND/OR DISTRIBUTION OF NON-LIBRARY PRINTED MATERIALS (revised)

Ms. Hamilton explained that the revision to the Display and/or Distribution of Non-Library Printed Material Policy adds clarification to the policy. Ms. Dowers moved to approve

the Display and/or Distribution of Non-Library Printed Materials Policy as revised; Ms. Schmidt seconded and the motion passed 5-0.

ANNOUNCEMENTS, ISSUES FOR FUTURE DISCUSSION

Ms. Thomsen announced that the new carpet for the Board Room will be installed after today's meeting. The new Board Room furniture should be here by September's Board meeting.

OPEN CALL TO THE PUBLIC

Mrs. Ecton commented that due to the presidential election, the City's election date has been changed. Nominating petitions for the September Mayoral and City Council election are due June 4. A person running for office may need to have 6,000 signatures to be on the ballot. We are going to be inundated with petition signers this summer. I understand that some petitioners are paying up to \$4.00 for a signature.

ADJOURNMENT

With no further business to discuss, being duly moved and seconded, the meeting was adjourned at 4:48 PM.

Respectfully submitted,

Rose Rimsnider, Administrative Secretary