



**SCOTTSDALE PUBLIC LIBRARY BOARD  
MEETING MINUTES  
Civic Center Library Board Room  
June 18, 2008 - 3:30 p.m.**

**Members Present:** Paul Lison, Chair  
Denise Dowers, Vice Chair  
Nancy Walker, Secretary  
Joan Freund  
Judy Lewis  
Karen Quinn  
Camille Schmidt

**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 May 21, 2008 meeting. Mrs. Lewis so moved; Ms. Walker 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>May 2007</u>	<u>May 2008</u>	<u>% Change</u>
Items Circulated	223,121	266,115	+19%
YTD Circulation	2,257,395	2,704,256	+20%
Attendance	132,765	129,873	-2%
YTD Attendance	1,327,472	1,315,065	0%

The Gift & Memorial Trust Account receipts in May were \$300.00, expenses were \$1,350.15. In the Library Book Sale Special Revenue Account, May income from sales was \$17,142.36 and expenditures were \$22,780.42.

In May 2008, volunteers donated 3,134 hours to the Library, the public access computers were used 37,213 times, 97,409 users accessed the library's web site and there were 2,258 uses of WiFi (+26%).

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

Ms. Hamilton announced that the Mustang remodel will begin July 7. The book drops will be replaced with temporary book drops. Customers will have to get out of their cars to use these book drops and a parking space will be designated for this purpose. We have placed the remodel announcement on the website and have boards placed at the Library informing customers of the remodel. This will impact the meeting room space; however, the auditorium is available.

Ms. Hamilton reported that the budget passed and we are scheduled for the construction contract to be awarded July 1 for the Appaloosa Library. The ground breaking for Appaloosa is tentatively set for Thursday, August 28, 7:30-8:30 a.m.

Our Summer Reading Program is in its fourth week now with over 5,000 children signed up. We have more adults and teens that have signed up this year than the past. Ms. Dowers asked if one could sign up online and Mrs. Damaso responded that you could not.

Ms. Hamilton reported that the four Community Conversations held were a huge success. Some great ideas came about from these meetings and we heard similar requests. We found the community to be happy to be asked what services and programs they would like to have in their library. Ms. Quinn gave kudos to the staff for their involvement with these meetings. She found them to be very prepared for the meetings. Ms. Dowers commented that she thought that we might be missing the young community. Ms. Hamilton added that on June 30, Ms. Zick will be holding a focus group with the teens and we will also schedule a session after one of our storytimes. We have a survey available on our Library's website as well.

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

Ms. Schmidt commented that she liked the comment regarding our computer class offerings from the Beverly Hills Library.

***Library Service Highlight – Joanne Hamilton-Selway***

Ms. Hamilton-Selway reported that our library books are selected according to our policy regulations. The Library purchases books and media within the limits of the annual materials budget and follows the City's Procurement Code. Some of the factors for consideration before purchasing materials are: positive review from a nationally known reviewing source, popular demand or interest, relevance, cost, and currency of information. Mrs. Lewis asked if the Library rents any collections and Ms. Hamilton-Selway responded that we do lease copies of many of the major best sellers. Ms. Schmidt asked if the Library worries that an unknown author will get lost in the shuffle with the more popular authors. Ms. Hamilton-Selway responded that she reviews magazines, journals, and publisher's websites to make sure they don't get lost amongst the hundreds of big name authors we purchase. Book Expo, the annual conference of book publishers which Ms. Hamilton-Selway attends each year, is a great place to learn about new authors and books. Ms. Walker commented that there used to be a place on the Library's website where one could make a purchase recommendation. Ms. Fifarek replied that it is there and that we're working on the website to make it easier to find. Mr. Lison asked, as the Library changes, in what direction do you see the growth?

Ms. Hamilton-Selway responded that DVDs, books on CD and music CDs are in high demand. We also have high use of downloadable books and music. She finds it a challenge sometimes to balance the purchasing of different formats and said it's important not to forget those customers who still won't use an ATM and only want books.

Ms. Hamilton-Selway then recommended "The Monster of Florence" by Douglas Preston and "Stealing Athena" by Karen Essex.

**ITEMS REQUIRING BOARD ACTION**

***Proposed Expenditures – June 2008***

Movie Licensing Agreement – 2008/2009	\$4,078
<b>Total</b>	<b>\$4,078</b>

Mr. Lison called for a motion to approve the June 2008 proposed expenditures. Mrs. Freund so moved; Ms. Dowers seconded and the motion carried 7-0.

**BEHAVIOR MANAGEMENT (revised)**

Ms. Hamilton explained that the revision to the Policy adds clarification to the policy. Mrs. Quinn moved to approve the Behavior Management Policy as revised; Ms. Schmidt seconded and the motion passed 7-0.

**ANNOUNCEMENTS, ISSUES FOR FUTURE DISCUSSION**

None.

**OPEN CALL TO THE PUBLIC**

Mrs. Ecton commented that the City's website is growing and is getting more complicated to navigate. She requested the Library to consider offering a class to teach the public on how to use the website.

Mr. MacDonald suggested the Library commission a coffee mug with each of the Libraries' name or symbol on the front of the mug. Ms. Hamilton thanked Mr. MacDonald for his suggestion and was given a coffee mug with a Scottsdale Public Library logo.

**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