



City of Scottsdale

**Library Board - MINUTES
Thursday, February 21, 2018
Appaloosa Library
7377 E. Silverstone Dr.
Scottsdale, AZ 85255**

PRESENT: Sheila Collins, Chair; Joe Rubin, Vice Chair; Board Members Allegra Fullerton, Teresa Kim Quale, Shiela Reyman, Laraine Rodgers, and Ruth Wachs

STAFF: Barbara Roberts, Interim Library Director; Robbin Gaebler, Branch, Operations and Volunteer Senior Manager; Kim Campbell, Assistant City Attorney; Mariko Whelan, Library Specialist; Sky Larsen, Appaloosa Branch Manager

1. CALL TO ORDER

Chair Collins called the meeting to order at 3:30 p.m.

2. ROLL CALL

Members present as noted above.

3. RATIFICATION OF THE BOARD'S ELECTION OF CHAIR

Kim Campbell, Assistant City Attorney, recommended that because the election of chairperson was done by written ballot, the Board ratify that action.

AT THE JANUARY 17, 2018 MEETING, BASED ON THE NOMINATIONS APPROVED AT THE DECEMBER 20, 2017 MEETING, THE LIBRARY BOARD VOTED FOR BOARD CHAIR BY WRITTEN BALLOT WITHOUT IDENTIFYING HOW EACH MEMBER VOTED. THE OUTGOING CHAIR TALLIED THE VOTES WITH THE CONTRACT STENOGRAPHER WITNESSING, AND A MAJORITY VOTE IN FAVOR OF SHEILA COLLINS AS CHAIR WAS ANNOUNCED.

BOARD MEMBER QUALE MOVED TO RATIFY THE BOARD WRITTEN VOTE FOR SHEILA COLLINS AS CHAIR TAKEN AT THE JANUARY 17, 2008 LIBRARY ADVISORY BOARD MEETING.

BOARD MEMBER WACHS SECONDED THE MOTION, WHICH CARRIED BY A UNANIMOUS VOTE OF SEVEN (7) TO ZERO (0).

4. OPEN CALL TO THE PUBLIC

There were no members of the public who wished to speak.

5. LIBRARY STAFF REPORTS OF CURRENT EVENTS

Barbara Roberts, Interim Library Director, introduced Mariko Whelan, Early Learning Coordinator, who talked about Brain Boxes, which are available on a trial basis only at Civic Center library until June. Brain Boxes are available in activity levels for children ages zero to five-and-a-half years old and are available in both English and Spanish. They contain early literacy activities for parents and their children with written explanations about what developmental skills the activities develop in their children.

Ms. Roberts gave an update on the Civic Center Storytime Room project, which is expected to be approved by Council. A new room will be created in a 2100 square foot space that will include a stroller parking area, a staff work room, and a clear glass wall and entrance that will make the area more open and allow activities within the room to be visible from the youth library. Construction is expected to begin on July 1, 2018 and be completed within a month.

Ms. Roberts gave an update on the Scottsdale Heritage Connection project. To date, approximately \$62,000 has been raised for the project, which is expected to cost anywhere from \$100,000 to \$400,000 depending on the final design concept.

Ms. Roberts noted that the Arabian Library new flooring project has nearly been completed.

The new sorter purchased for Civic Center Library is not working properly. The Library has not yet paid for the system and is in discussion with Biblioteca, the vendor, about options available to make the system functional. It is not yet open to the public.

Recruitment for the Director position will close on March 2nd. Currently, there are ten applicants.

Ms. Roberts said that the contract under which she is operating as the interim director is due to expire on March 23rd. This is the end of an extended period of the contract, so she is not certain what the circumstances will be at that time if a selection of a new director has not been made.

The Civic Center Library's manager position is scheduled to close at the end of this week with currently 22 applicants. She also noted the nearly constant recruiting for part-time positions since the City made the decision to eliminate benefits for part-time employees.

Ms. Roberts noted that the final draft of the organizational chart is in review with the City Manager and Human Resources. She is optimistic that the final draft will be available in time for the March Library Board meeting.

Ultimate Play Date is scheduled for Saturday, March 3, 2018, from 9:00 a.m. to 2:00 p.m. in the mall area in front of Civic Center Library. Board Members were asked to use the opportunity to talk to citizens and get feedback on the event. Volunteer opportunities are available.

Maricopa County's summer reading program theme this year is "Libraries Rock." The website includes a tutorial about the program goals.

Ms. Roberts announced that staff will be having an all staff meeting from 7 AM to 9 AM on March 16, 2018, during which staff awards will be presented and the new org chart will be unveiled.

6. PATRON COMMENT REPORT

Board Members reviewed the Patron Comment Report.

Sky Larson, Appaloosa branch manager offered to take Board Members on a tour of the facility following the meeting. She said that the branch has seen an increase in library usage, particularly on Sundays, with the extended hours and the new residential developments nearby.

7. RESCISSION OF JANUARY APPROVAL OF LIBRARY BOARD BYLAWS AMENDMENT AND DISCUSSION OF PROPOSED REVISIONS TO THE LIBRARY BOARD BYLAWS

Ms. Campbell reviewed the proposed changes to the bylaws. She noted the procedure for amending bylaws requires that the Board review and discuss changes at one meeting and approve at the next meeting. She suggested that the Board rescind the previous vote, discuss changes and then approve them during the March board meeting.

BOARD MEMBER WACHS MOVED TO RESCIND ACTIONS TAKEN ON AGENDA ITEM 9 ON JANUARY 17, 2018, ADOPTING A REVISION TO THE LIBRARY BOARD BYLAWS WHICH CLARIFIED THAT AGENDA REQUESTS CAN BE SUBMITTED TO THE CHAIR, THE ADMINISTRATIVE SECRETARY, OR THE DIRECTOR.

BOARD MEMBER RODGERS SECONDED THE MOTION, WHICH CARRIED BY A UNANIMOUS VOTE OF SEVEN (7) TO ZERO (0).

8. BOARD OUTREACH: LIBRARY EVENTS AND ADVOCACY

Chair Collins commented about the importance of outreach.

Discussion ensued about opportunities available for Library Board Members to serve as Library advocates both representing the Board and as individuals. They discussed various opportunities that are available; the possibility of formalizing interactions by assigning individual Board Members to attend specific events to support staff in educating citizens about library resources; and advocacy to City Council and other leaders in the community.

9. IDENTIFICATION OF FUTURE AGENDA ITEMS

Commissioner Wachs requested that a pilot advocacy project be agendized for a future meeting.

Board Members requested presentation on library security procedures.

10. BOARD MEMBER REPORTS AND ANNOUNCEMENTS

Vice-Chair Rubin brought examples a new popular child's backpack that is available for children in the library shop.

Board Member Rodgers made positive comments about participating in the Parada del Sol and attending the Volunteer Appreciation luncheon.

Chair Collins said she recently visited the Fountain Hills Library.

Chair Collins invited Board Members to arrive for the March meeting 30 minutes early to enjoy food and take the opportunity to socialize and get to know each other.

11. ADJOURNMENT

With no further business to discuss, being duly moved and seconded, the meeting adjourned at 4:59 p.m.

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