



City of Scottsdale
Library Board
Regular Meeting - MINUTES
Wednesday, June 20, 2018
Civic Center Library - Board Room
3839 N. Drinkwater Blvd
Scottsdale, AZ 85251

PRESENT: Sheila Collins, Chair; Joe Rubin, Vice Chair; Board Members Teresa Kim Quale, Shiela Reyman, and Janet Smigielski

ABSENT: Board Members Allegra Fullerton and Ruth Wachs

STAFF: Kira Peters, Interim Library Director; Managers Beckie Gallivan Butler, Robbin Gaebler, Mandy Carrico, and Melissa Orr, Senior Library Manager

1. **Call to Order**

Chair Collins called the meeting to order at 3:31 p.m.

2. **Roll Call**

Members present as noted above.

3. **Public Comment**

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

4. **Approval Of Minutes - Regular meeting - May 16, 2018**

It was noted that Robbin Gaebler was in attendance at the May 16, 2018 meeting.

VICE-CHAIR RUBIN MOVED TO APPROVE THE MAY 16, 2018 LIBRARY BOARD MEETING MINUTES AS AMENDED. BOARD MEMBER REYMAN SECONDED THE MOTION, WHICH CARRIED FIVE (5) TO ZERO (0).

5. **Welcome New Board Member**

New Board Member Janet Smigielski introduced herself and talked about her background and interest in being a member of the Library Board.

6. Director Report of Current Events

Kira Peters, Interim Library Director, gave an update on the library director recruitment, noting that the first review of applications is set for July 20, 2018. She plans to focus on evaluating and filling vacant positions in the library system, including Palomino branch manager, Civic Center adult services coordinator, and various part-time staff positions as soon as possible.

Robbin Gaebler introduced new Civic Center Branch Manager Mandy Carrico. Ms. Peters announced that Melissa Orr accepted the senior library management position.

Ms. Peters said that Robbin Gaebler, Melissa Orr, and Medina Zick will be attending the ALA Conference. They will give a report to the Library Board during a future meeting. Ms. Peters and Chair Collins will attend the Library Board's sunset review meeting and will report to the Board on the outcome during the next meeting.

The Wash Away Fines program collected over 1,000 water bottles, which will be distributed through Vista del Camino. There were 826 participants and approximately 180 patron accounts were unlocked. Beckie Gallivan Butler said she will provide a report to the Board on how many accounts were/are locked and whether they are juveniles or adults.

Ms. Peters said that the Frank Lloyd Wright exhibit "Footprints in the Sand" will open with a reception on Wednesday, September 19, 2018. Vern Swaback will be the keynote speaker.

Ms. Peters presented a budget report highlighting matrix and outcomes including gate count data and cardholder statistics as well as volunteer hours. She will give a report on the fiscal year outcomes in September. Ms. Gaebler explained that the decline in patrons is attributable to the new annual card renewal policy. Accounts that have been inactive for two years are being deleted. The Board requested that they be provided information about which branch cards were issued through.

Ms. Peters mentioned the recent shooting near the Civic Center Library and discussed how activities surrounding the event affected library operations. She said that there was no need to go into lockdown, because the police arrived on scene very quickly and assured library management that there was no continuing danger. She plans on requesting a meeting between police and library management to get a report on the events surrounding the incident and discuss improvements that can be made to emergency procedures. Ms. Peters noted that the police department does provide Community Services trainings for active shooter situations. Lockdown policies go into effect when staff is notified to do so by police.

Ms. Peters said that in the fall she plans to agendize a discussion or a work study session between the Board, staff, and other appropriate parties to discuss automatic renewals, fines, and fees.

Terrance Alt (phonetic), Civic Center Library assistant, gave a presentation, describing the library's ESL program. Civic Center Library offers seven class options and classes are also available at Arabian, Mustang, and Appaloosa libraries. Classes are taught by volunteers and focus on English conversation, grammar, and American culture and customs. ESL offerings are marketed through Spanish print media, radio stations, ArizonaCentral.com, community affairs

television, and through the local Hispanic community. Students representing approximately 27 countries are currently attending the classes.

Craig Norman, volunteer ESL instructor, talked about his experience teaching ESL. He stressed the importance to the culturally diverse community that ESL is offered through the library. He focuses his classes on practicing pronunciation and conversation.

Farus, a student, spoke about her experiences with the Scottsdale Library ESL program.

A member of the public suggested reinstating the children's book club. She felt that better marketing would increase participation. She also suggested that a library book area be created for children who are in an in-between age/stage, such as middle school students and fifth and sixth graders who are reading at an accelerated level. Many of the students are too advanced for the children's books, while the content of many materials in the teen area is not appropriate for that age group.

7. Patron Comment Report

Board Members reviewed the Patron Comment Report.

Board Member Reyman commented that she is always surprised that people are so offended by the homeless. She mentioned that the comment about children running around did not specify where the children were running around.

Chair Collins commented that there are many positive comments.

8. Scottsdale Heritage Connection

Doug Sydnor talked about the background and history leading up to the Scottsdale Heritage Connection project and showed a video depicting the project design and iterations that it has gone through. Construction is targeted for January/February of 2019 in hopes that the project can be unveiled in coordination with the 50th anniversary of Civic Center Library and City Hall.

Carol Damaso gave an update on the progress of the project and the status of funding. As a consequence of changing the design and location, the projected budget decreased from an estimated \$1 million to \$500,000. Council approved \$25,000 to go towards the project and there has been approximately \$77,500 in donations thus far. She is optimistic that the Friends of the Library will raise the difference by the end of the 2018 calendar year.

9. Get to Know Your Library Board Suggestion

Board Members discussed the idea of putting together a poster with names and photographs of Library Board members, an indication of their home library, and a statement indicating that the Library Board serves as the community's voice to the library. The posters would be displayed in both staff quarters and a public location where patrons can see it.

It was consensus of the Board Members to move forward with the project.

Ms. Peters indicated that she will get a cost estimate from the graphics department.

10. Fines, Fees, and Copier Police Adoption

Ms. Gaebler presented information on the new printing fees, added paper size, and brain boxes fees that were approved as part of Community Services rates and fees approval.

VICE-CHAIR RUBIN MOVED TO APPROVE THE ADOPTION OF UPDATED POLICIES FOR THE LIBRARY BOARD RELATING TO FINES, FEES, AND COPIER FEES IN THE LIBRARY. BOARD MEMBER SMIGIELSKI SECONDED THE MOTION, WHICH CARRIED FIVE (5) TO ZERO (0).

11. Board Member Report

Board Member Quale shared that earlier today she met a 100-year-old woman checking out books in the large print section of the library.

She talked about her visit to a library in Charlotte, North Carolina. They collaborate with local schools to allow students to use school ID's to check out books. They also collaborate with theatre groups presenting plays based off of books to encourage children to read. She suggested that the City look into doing some sort of collaboration with local community theatres such as Desert Stages.

12. Agenda Items for Future Meetings

Board Members expressed interest in a report on the broader library community from staff who attend the ALA meeting.

Board Member Smigielski suggested a presentation on first aid training for staff and the City's liability issues.

Ms. Peters mentioned that the Rassner Endowment Fund still needs approval, which could require a special meeting. She will look into whether or not it can be approved through email consensus.

Unless there is a need for a special meeting, the Library Board will be on hiatus until September.

13. Public Comment

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

14. Adjournment

With no further business to discuss, being duly moved and seconded, the meeting adjourned at 4:53 p.m.