



**City of Scottsdale
Library Board
Regular Meeting - MINUTES**
Wednesday, September 5, 2018
Mustang Library
10101 N. 90th St.
Scottsdale, AZ 85258

PRESENT: Chair Sheila Collins, Board Members Teresa Kim Quale, Shiela Reyman, Janet Smigielski, Ruth Wachs

ABSENT: Vice-Chair Joe Rubin, Board Member Allegra Fullerton

STAFF: Kira Peters, Library Director; Kim Campbell, Assistant City Attorney; Beckie Gallivan-Butler, Library Senior Manager; Robbin Gaebler, Library Senior Manager; Melissa Orr, Senior Library Manager; Pat Toftoy, Library Assistant

1. CALL TO ORDER

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

Board Members congratulated Kira Peters for being selected as the new Library Director.

2. ROLL CALL

Members present as noted above.

3. APPROVAL OF MINUTES- Regular meeting - May 16, 2018

BOARD MEMBER QUALE MOVED TO APPROVE THE MAY 16, 2018 LIBRARY BOARD MINUTES. BOARD MEMBER WACHS SECONDED THE MOTION, WHICH CARRIED FIVE (5) TO ZERO (0). CHAIR COLLINS AND BOARD MEMBERS QUALE, REYMAN, SMIGIELSKI AND WACHS VOTED IN THE AFFIRMATIVE WITH NO DISSENTING VOTES.

4. OPEN CALL TO THE PUBLIC

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

5. OPEN MEETING LAW UPDATE

Kim Campbell, Assistant City Attorney, provided an overview of the open meeting law and recent legislative changes.

Board Members asked clarifying questions. Ms. Campbell discussed the importance of being careful not to have a quorum of email communications. She also reviewed the civil penalties that could be imposed on individual Board Members if they knowingly break the open meeting law.

6. DIRECTOR REPORT OF CURRENT EVENTS

Kira Peters, Director, reviewed recently filled positions throughout the City of Scottsdale library system and the various duties and responsibilities of these individuals. Management is undergoing an organization chart evaluation. Once that is completed the remaining open positions will be posted. Open positions are posted through the City of Scottsdale HR website and advertised with the State Library.

Board Members were given an opportunity to ask questions. Board Member Smigieliski expressed concern that many of the positions that have recently been vacated will require replacements who are experienced library professionals skilled in grant writing. She suggested that the City could offer training in grant writing to existing employees.

The City is working with Biblioteca to convert Scottsdale Library's collection to RFID so that the materials will work with the new sorter. As part of the agreement, Biblioteca has loaned the City conversion cards so that City staff can internally work on the conversion. Ms. Gallivan-Butler said that the RFID system works off of a greater frequency than the existing electromagnetic system. Patrons will be able to place all of their materials on the machine at one time for checkout.

Meg's Civic Center Café will be opening soon. The business works with EP, a state program that trains visually impaired people to run vending and café businesses.

Scottsdale Heritage Connection Project is underway and the gallery space at Civic Center Library is being prepared for the display to be installed. Fundraising is ongoing, with the goal being to raise matching funds in the amount of \$250,000.

Director Peters gave an update on the Storytime Room improvements. Adult and youth staff are expected to relocate to the Eureka Loft area sometime in mid-October. Updates will be shared with the Library Board as the project progresses.

A private homeowner donated a piece of art to Scottsdale Public Art that has been placed in the patio area of Appaloosa Library.

Director Peters talked about her background and experiences, noting she has been with the City of Scottsdale for 27 years. Her top priorities are to evaluate the organizational chart; update the strategic plan; and become more knowledgeable about the library system.

7. PATRON COMMENT REPORT

Board Members reviewed the Patron Comment Report.

Director Peters said she is impressed with the way that staff responds to patron comments.

Discussion ensued regarding the continuing complaints about ongoing sensitive issues at Civic Center Library. They felt that management and staff are addressing the patrons who are uncomfortable and explaining that because the library is a public facility, staff is limited on what they can do.

Melissa Orr, Senior Library Manager, said that during the month of January, Mustang Library will host a pilot program for reserving study rooms online. If the program is successful, it will be implemented at all City libraries.

8. RASSNER ENDOWMENT ACCEPTANCE

Kira Peters, Library Director, presented information about the Rassner Endowment. The Rassner Memorial Scottsdale Library Endowment was established in 1989 when Mrs. Ruth Rassner left a portion of her estate to the Scottsdale Public Library. Request for the Library Board to recommend that City Council accepts \$18,200 from the Rassner Memorial Scottsdale Library Endowment to support the educational and technological needs of the Scottsdale Public Library system by funding the development of the Library's collection, supporting Early Learning and Youth projects, and/or purchasing equipment to assist in the circulation of Library material.

BOARD MEMBER WACHS MOVED TO RECOMMEND ACCEPTING \$18,200 FROM THE RASSNER MEMORIAL SCOTTSDALE LIBRARY ENDOWMENT. BOARD MEMBER REYMAN SECONDED THE MOTION, WHICH CARRIED FIVE (5) TO ZERO (0). CHAIR COLLINS AND BOARD MEMBERS QUALE, REYMAN, SMIGIELSKI AND WACHS VOTED IN THE AFFIRMATIVE WITH NO DISSENTING VOTES.

9. FRANK LLOYD WRIGHT EXHIBIT UPDATE

Pat Toftoy, Library Assistant, presented a brief presentation and update on the Frank Lloyd Wright Exhibit. Arizona State Library, through a grant made possible by the Library Services Technology Act (LSTA) funding, donated \$36,000 to fund Footprints in the Desert. The display is being shared between the Arizona Heritage Center, Tempe History Museum and the City of Scottsdale Civic Center Library. The display will be in the gallery space of Civic Center Library beginning September 21, 2018 with an exhibit opening event from 6:30 p.m. to 8:00 p.m. Vern Swaback will be the keynote speaker.

An Instagram marketing program will invite citizens to submit photographs of things relating to Frank Lloyd Wright. Based on reposts, four will be chosen to receive four Taliesin West entry tickets each.

10. LIBRARY FY 17-18 ANNUAL REPORT

Kira Peters, Library Director, presented the FY 2017/18 Annual Report. The annual report provides an overview of the key metrics, programs, facilities and services offered through the Scottsdale Library System in fiscal year 17/18.

Board Members talked about activities that have occurred over the past year.

11. LIBRARY BOARD DISPLAY

Chair Collins gave an update on the Library Board framed display pieces that will be mounted within each library branch and include images of current board members and their home library.

12. IDENTIFICATION OF FUTURE AGENDA ITEMS

Board Member Smigielski requested that a follow up on the staff first aid training be agendaized for a future meeting.

13. BOARD MEMBER REPORTS AND ANNOUNCEMENTS

Chair Collins said that a library she visited in Michigan offers musical instrument lending. Patrons of all ages are able to check out a variety of instruments for up to a two-week period. While in Michigan she also encountered a librarian who was offering mobile book rentals from the back of a bicycle at farmers markets.

Board Member Wachs said that Houston offers remote book exchange units similar to those in Scottsdale.

Board member Reyman recommended the Eureka Loft programs, and in particular the YouTube boot camp, which is free of charge.

Board Member Quale mentioned that when visiting Montana, she learned that Andrew Carnegie opened 1,600 libraries throughout the United States.

Board Member Smigieliski requested a presentation about programming metrics broken out by each library branch.

14. ADJOURNMENT

A MOTION WAS MADE TO ADJOURN THE MEETING, WHICH CARRIED FIVE (5) TO ZERO (0). CHAIR COLLINS AND BOARD MEMBERS QUALE, REYMAN, SMIGIELSKI AND WACHS VOTED IN THE AFFIRMATIVE WITH NO DISSENTING VOTES.

With no further business to discuss, being duly moved and seconded, the meeting adjourned at 5:09 p.m.

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