



**City of Scottsdale  
Library Board  
Marked Agenda**

Wednesday, February 20, 2019 3:30 PM  
Civic Center Library  
3839 N. Drinkwater Blvd.  
Scottsdale, AZ 85251

**Call to Order – 3:34 P.M.**

**Roll Call**

Present: Chair Teresa Kim Quale, Board Members Sheila Collins, Allegra Fullerton (telephonic), Joe Rubin, Janet Smigielski Ruth Wachs (arrived at 4:07 p.m.)

Absent: Vice Chair Shiela Reyman

Staff: Bill Murphy, Community Services Executive Director, Kira Peters, Library Director; Melissa Orr, Senior Library Manager; Beckie Gallivan Butler, Collection Management and Metadata Services Manager; Lee Schnoor, Systems Integration Supervisor; Amy Herring, Staff Coordinator

Members present as noted above

**Public Comment**

There are cards available if you would like to speak or to submit any public comment on an item not on the agenda. Complete a blue card if you wish to speak or a white card for written comments which will be read into the minutes. Public Comment is limited to 15 minutes. Speakers will be given three minutes to speak, however, Arizona State Law prohibits the Board from discussing or taking action on an item that is not on the published agenda.

**Minutes**

Regular Meeting Minutes – January 16, 2019

Approved 5-0: Motion by Board Member Smigielski, 2nd Board Member Rubin. Chair Quale, Board Members Collins, Fullerton, Rubin, Smigielski voted in the affirmative. Board Member Wachs not yet present. No dissenting votes

## **REGULAR MEETING AGENDA**

There are cards available if you would like to speak or to submit any public comment on an agenda item. Complete a blue card if you wish to speak or a white card for written comments which will be read into the minutes. Speakers will be given three minutes at the end of presentation of the agenda item.

### **1. Director's Report**

Kira Peters, Library Director, will provide the Library Board with a brief summary of current events in the Library.

Information only.

The Board cannot discuss or vote on items not on the agenda, including items brought up as the Director's Report. If discussion or action by the Board is required, the item should be placed on an upcoming meeting agenda to be consistent with the Arizona Open Meeting Law.

### **2. Patron Comments**

Kira Peters, Library Director, will present and discuss Library patron comments in the monthly report to the Board.

Information and discussion

### **3. Budget and Capital Improvement Projects Update**

Bill Murphy, Community Services Director, will provide the Board with an update on the Fiscal Year 2019-20 budget which will include Capital Improvements Projects.

Information and discussion

### **4. Auto Renewal and Address Verification for Library Cards**

Beckie Gallivan Butler, Senior Library Manager, and Lee Schnoor, Systems Integrator Supervisor, will review the current status of library card renewals and share ideas for future processes/procedures related to renewing library cards.

Information and discussion

### **5. Strategic Planning**

Library Director Kira Peters will give a status report on the Library's Strategic Planning Process.

Information and discussion.

## **6. Updated By-Laws**

Library Board will review updated library board by-law changes presented at the January meeting.

Updated By-Laws approved 6-0: motion by Board Member Collins; 2nd Board Member Rubin. Chair Quale, Board Members Collins, Fullerton, Rubin, Smigielski, Wachs voted in the affirmative. No dissenting votes.

## **7. Meeting Room Use Policy**

Beckie Gallivan Butler, Senior Library Manager, will provide a presentation proposed changes to the current Meeting Room Use Policy for the Library Board to recommend approval.

Approved 6-0: Motion by Board Member Collins; 2nd Board Member Smigielski. Chair Quale, Board Members Collins, Fullerton, Rubin, Smigielski voted in the affirmative. No dissenting votes

## **8. Adult Services Programs Overview**

Melissa Orr, Senior Library Manager, will present on the Adult Service Program attendance trends over the past three years.

Information and discussion

## **9. Comment Cards**

Kira Peters, Library Director, will present on how comment cards are evaluated, and trends are tracked.

Information and discussion

## **10. Identification of Future Agenda Items**

The Library Board may suggest items they wish to be placed on a future agenda, but the Library Board may not discuss, deliberate, or take legal action on any matter in the "Identification of Future Agenda Items" unless the specific matter is properly noticed for legal action.

Possible motion to place a matter on an upcoming agenda

## **11. Board Members' Report**

Board Members may give a brief summary of current events.

Information only.

The Board cannot discuss or vote on items not on the agenda, including items brought up as Board Members' Reports. If discussion or action by the Board is required, the item should be placed on an upcoming meeting agenda to be consistent with the Arizona Open Meeting Law.

**12. Adjournment – 5:00 p.m.**

Approved 6-0: Motion by Board Member Smigielski; 2nd Board Member Rubin. Chair Quale, Board Members Collins, Fullerton, Rubin, Smigielski voted in the affirmative. No dissenting votes

With no further business to discuss, being duly moved and seconded, the meeting adjourned at 5:00 p.m.

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