



**City of Scottsdale
Library Board
Regular Meeting Minutes**
Wednesday, April 17, 2019
Civic Center Library
3839 North Drinkwater Boulevard
Scottsdale, AZ 85251

Present: Chair Teresa Kim Quale, Vice Chair Shiela Reyman, Board Members Sheila Collins, Allegra Fullerton, Janet Smigielski, and Ruth Wachs

Staff: Kira Peters, Library Director; Managers Melissa Orr, Beckie Gallivan Butler, Mandy Carrico, Administrative Secretary Amy Herring, Coordinator Andrea Guzman, Mari Whelan Librarian I Cooper Robison, Librarian II Lisanne Erie, and Systems Integration Supervisor Lee Schnoor

Call to Order

Chair Quale called the meeting to order at 3:32 p.m.

Roll Call

Members present as noted above.

Public Comment

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

Minutes

Regular Meeting Minutes – March 20, 2019

BOARD MEMBER SMIGIELSKI MOVED TO APPROVE THE MARCH 20, 2019 LIBRARY BOARD REGULAR MEETING MINUTES. BOARD MEMBER COLLINS SECONDED THE MOTION, WHICH CARRIED SIX (6) TO ZERO (0). CHAIR QUALE, VICE CHAIR REYMAN, BOARD MEMBERS COLLINS, FULLERTON, SMIGIELSKI AND WACHS VOTED IN THE AFFIRMATIVE, WITH NO DISSENTING VOTES.

REGULAR MEETING AGENDA

1. Director's Report

Kira Peters, Library Director, provided the Library Board with a staffing update, noting that Erin Jones has been promoted from Manager at the Arabian Library to Manager at the Civic Center Library. Melissa Black, who is currently on leave has been selected as the Arabian Branch Manager. Erin Riley is the Adult Services Coordinator, and Lisanne Erie was just promoted to Adult Services Lead Librarian II at the Civic Center. The Outreach Coordinator position is still open and will report to Ms. Orr.

Ms. Peters provided a report on current events, stating that the Council approved a bond for November public vote for Parks and Recreation and Senior Services with 14 projects at a cost of \$112.6 million, 14 Community space and infrastructure projects at a cost of \$112.3 million, and 24 Public Safety and Technology Projects at a cost of \$94.1 million. Chair Quale noted that the proposed dog park at Thompson Peak Park will also be on the ballot.

Ms. Peters provided the following highlights:

- City of Scottsdale was well represented at the Phoenix Pride Parade
- The Civic Center book sale went well
- Giving Tree Volunteers of the Library recognition occurred on 4/10/19, and some volunteers had 30 years of service
- Arbor Day Event at Rotary Park on 4/26/19 will see a tree dedicated and planted in the name of late Board Member Joe Rubin
- Ultimate Play Date set for 12/7/19, 10AM to 3PM (will need to adapt activities as this is normally a spring event)
- Recommend the movie "The Public" about a library in Cincinnati that people experiencing homelessness move into
- Mari Whelan is published in the Scottsdale Library Programs Book
- Wash Away Fines scheduled for the first week of June
- Scottsdale Heritage Connection Project will start ground pour 4/18/19 (Ms. Gallivan-Butler did a lot of work on this project) – opening scheduled for 6/25/19 7:30 to 8:30AM (invitations to Library Board to be out soon)
- Scottsdale Art Relocation at Civic Center should be complete by end of the fiscal year
- City Council will address any vacant board/commission seats at next meeting (Ms. Peters will provide email update after that meeting)

2. Patron Comments

Ms. Peters presented the Library patron comments report to the Board, noting main items as:

- Check-out desks

- Quiet rooms
- Congregation of teens

Upon mention by Vice Chair Reyman about Library Board Members receiving direct email complaints, Ms. Peters stated she would take care of those.

3. Summer Reading Program

Ms. Andrea Guzman, Youth Services Director, and Lisanne Erie, Adult Services Lead Librarian, presented the following highlights for the Summer Reading Program:

- Starts June 1st and runs through August 1st.
- This year's theme is Universal Stories and prizes will be awarded after achieving milestones in points (1 point = 1 minute of reading)
- The cost of the program is a regularly budgeted item
- Maricopa Reads will be used to track points for participants
- Dovetailing with public schools and providing outreach

4. Library Card Policy

Mandy Carrico, Library Branch Manager, stated that there were two items, as discussed at the previous meeting, that were being presented for the Board's consideration:

1. To state that PO Boxes are not accepted as proof of address,
2. Teacher cards for Desert Mountain High School be moved out of policy and into procedures.

Board Member Smigielski stated that the second item should be moved to Regulations. Board Member Fullerton requested that "homeless people" be referred to as "experiencing homelessness" going forward. Board Member Smigielski wondered how homelessness was identified, and Ms. Carrico stated that usually when people cannot identify an address, this an indication that they were possibly experiencing homelessness. Ms. Carrico stated that temporary cards were issued, but would allow for only three items and the system would be alerted to ask for proof of address at next visit.

BOARD MEMBER COLLINS MOVED TO APPROVE THE REVISED POLICY WITH THE ADDED CHANGE OF "EXPERIENCING HOMELESSNESS" IN SECTION 3. BOARD MEMBER WACHS SECONDED THE MOTION, WHICH CARRIED SIX (6) TO ZERO (0). CHAIR QUALE, VICE CHAIR REYMAN, BOARD MEMBERS COLLINS, FULLERTON, SMIGIELSKI AND WACHS VOTED IN THE AFFIRMATIVE, WITH NO DISSENTING VOTES.

5. Strategic Planning Report

Ms. Peters provided the Strategic Planning Report, noting the following highlights:

- Focus groups almost complete
- Getting ready to close out public survey and compile results
- Staff survey is complete
- One meeting will be held with Toni Garvey to evaluate the data and then a committee meeting will be held to categorize the feedback
- After categorizing, results will be considered and Toni Garvey will provide completed reports
- Public survey getting ready to close out on Friday
- Some IT straggler surveys still to come in
- Plan to have goals completed by the end of the fiscal year

6. Board Members' Report

Board Members provided the following brief summary of current events/comment:

Board Member Smigielski noted the importance of reporting to staff when public events might have a quorum attendance of Board Members. Vice Chair Reyman asked if that applied to Council meetings also, and Ms. Peters stated she would check on that.

Ms. Peters stated that she would be sure and give more advance notice of events so that staff could be informed of attendance of a possible quorum. Ms. Herring stated that she believed an email sent to her from the Board Member(s) who might attend the same events would be sufficient for the record. She noted that the quorum rule would only be violated if the Board Members purposely planned to attend as a group together and discuss anything at the event. Ms. Herring said that she knew all the Board Members were aware of the items that could and could not be discussed at events other than the Library Board Meeting.

Chair Quale requested a report on students and Ms. Peters stated she would follow up on that.

7. Identification of Future Agenda Items

The following agenda items were identified:

1. Presentation on The Giving Tree
2. Safety in the library
3. Fiscal Year Budget Report
4. Circulation Report
5. Student Report

8. Adjournment

VICE CHAIR REYMAN MOVED TO ADJOURN THE MEETING. BOARD MEMBER FULLERTON SECONDED THE MOTION, WHICH CARRIED SIX (6) TO ZERO (0). CHAIR QUALE, VICE CHAIR REYMAN AND BOARD MEMBERS COLLINS, FULLERTON, 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 4:34 p.m.

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