



**City of Scottsdale
Library Board
Regular Meeting Minutes**
Wednesday, September 18, 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 (arrived at 3:40 p.m. and left at 5:08 p.m.), Marna McLendon, Janet Smigielski, Ruth Wachs

STAFF: Kira Peters, Library Director; Managers: Melissa Orr, Beckie Gallivan Butler; Lee Schnoor, Systems Integration Supervisor; Librarian 1: Julie Spencer, Christina Brady, Andrea Guzman; Lisanne Erie, Librarian II

Call to Order

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

Roll Call

Members present as noted above.

Public Comment

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

Minutes

BOARD MEMBER WACHS MOVED TO APPROVE THE JUNE 19, 2019 LIBRARY BOARD REGULAR MEETING MINUTES. VICE CHAIR REYMAN SECONDED THE MOTION, WHICH CARRIED SIX (6) TO ZERO (0). CHAIR QUALE, VICE CHAIR REYMAN, AND BOARD MEMBERS COLLINS, McLENDON, SMIGIELSKI, AND WACHS VOTED IN THE AFFIRMATIVE, WITH NO DISSENTING VOTES. (BOARD MEMBER FULLERTON HAD NOT YET ARRIVED)

BOARD MEMBER SMIGIELSKI MOVED TO APPROVE THE JULY 24, 2019 LIBRARY BOARD SPECIAL MEETING MINUTES. VICE CHAIR REYMAN SECONDED THE MOTION, WHICH CARRIED SIX (6) TO ZERO (0). CHAIR QUALE, VICE CHAIR REYMAN, AND BOARD MEMBERS COLLINS, McLENDON, SMIGIELSKI, AND WACHS VOTED IN THE AFFIRMATIVE, WITH NO DISSENTING VOTES. (BOARD MEMBER FULLERTON HAD NOT YET ARRIVED)

REGULAR MEETING AGENDA

1. Director's Report

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

- Accomplishments for FY2019 for the library:
 - Scottsdale Heritage Connection (should open 10/19/19)
 - Scottsdale Art Gallery
 - Strategic Plan complete
 - Book Bike in place
- Training Items:
 - American Library Association (ALA) Conference
 - Scottsdale City hired Park Howell to performed a two-hour training on storytelling and how best to present that – had a good staff attendance and learned a lot
 - Internet Librarian Training coming up
 - AZLA and Public Library Association Conferences coming up, and the relatively new senior managers, Mandy Carrico and Melissa Orr will be attending
 - Bibliotech hosted customer forum at Civic Center Branch, with attendees from all over to showcase Bibliotech – chose Civic Center as it has the most cutting edge technology
- Events: Past, Future, and Outreach:
 - Attended back to school event with Social Services, for people experiencing hardships in the community. Attendance was over 900, and 982 books were given away
 - Children's Learn and Play Festival was held at WestWorld with the library having a booth, and 987 people counted
 - Farmer's Market ready to kick off at the beginning of October (will have the Book Bike there)
 - Ultimate Playdate, the library's signature event set for December 7th
 - All Staff Day Training will occur on Columbus Day, October 14th, starting at 8:00 or 8:30 a.m.; the library will be closed (conference style setting), Library Board is officially invited

2. Patron Comments

Board Members reviewed the patron comment reports.

Board Member Smigielski stated that after reading the comments, she recognized three basic themes, which were 1) yearly renewal process, 2) printer issues, and 3) noise issues. She added that there had been a very nice STEM event held on 9/17/19, but it was making a lot of noise, which she did not believe was fair to the patrons. This was not due anyone's fault, but that area has an echo. She added that the Library should review how events are done, and just the issue in general for noise was a recurring theme throughout all branches, and is something for the Board to address.

Board Member Wachs stated she appreciated such thorough responses to patrons from staff.

3. Summer Reading Program Follow-Up

Ms. Andrea Guzman, Librarian I, provided the following information on the Summer Reading Program Follow-Up:

- There was a 1% increase in participation and an 18% increase in completion
- Adults were signed up at the same time as teens
- 2,194 books were given away and 196 were donated

Board Member Collins asked what staff might do differently next year, and Ms. Guzman stated that she hoped to communicate better with the branches, and be sure she was aware of what they needed from her.

Chair Quale mentioned that the sign-up desk was a bit off in the corner and it would be nice to have it more visible.

Board Member Wachs stated that per one Patron's comment card, a clearer kick-off would be helpful, and Ms. Guzman agreed, and noted that there was minimal staff that day (Saturday).

Upon Board Member McLendon's question about what measurements were used for success, Ms. Guzman stated that measuring success was mainly individual and not just by staff. She added that patrons reported their own measures as: children reading longer books, singing along to songs, or enjoying books, and for adults, reading longer than planned. She noted that a post-program survey would provide more information on this.

Upon Board Member Smigielski's question, Ms. Guzman stated that adults and young adults vs. teens would be reported also.

Board Member Fullerton stated that the program was wonderful and she commended staff on their work.

4. American Library Association (ALA) Conference Follow Up

Julie Spencer and Christina Brady, Librarians I, recapped their experiences at the ALA Conference in June, noting the following highlights:

- Conference was held over five days in Washington, DC
- Over 15,000 librarians and staff there
- 6,000 people to support/sell products
- 1,800 programs to choose from
- 2,500 events
- Ms. Spencer attended programs that focused on younger kids and LGBTQ advocate workshop, a farm-to-table event (Food for Thought), and a panel of eight authors advocating for libraries to carry books covering tough topics for teens
- Supreme Court Justice Sonia Sotomayor spoke

- Book Match Teens, a nine-week program in Brooklyn, teaches teenagers to be advisory readers and create their own booklists and many other services to teens
- Jason Reynolds, YA author, was the keynote speaker (short video was presented to the Board)
- Lots of empowerment and learning at the conference
- AZLA will be held in November in Tucson (registration deadline is past)

Ms. Brady stated that she enjoyed the fact that all presentations were available on video, so any that she missed could still be reviewed. She gave a short presentation about the next census and its importance for Scottsdale and the library, which she is sharing with colleagues.

Ms. Spencer added that some of the attendees texted 4,000 of their representative about funding for libraries (within five minutes). She, too, felt the event was empowering.

Ms. Brady encouraged all staff to attend conferences/training when possible.

5. Library's FY2018/2019 Annual Report – View Report

Kira Peters, Library Director, along with staff Managers Melissa Orr and Becky Gallivan Butler, provided the following highlights:

- Library is now fully staffed
- Kudos to Ms. Orr on outreach and training activities
- Library Budget, General fund contributes around \$9.5 million. City sources and non-City funding sources are broken down. The total budget for FY2018/19 was just over \$10 million
- Grants are not as high this year, but will increase next fiscal year The collection is weeded by about the same number as is added each year
- Handout showed non-City expenditures vs. General Fund
- Volunteer appreciation event will cost around \$11,800, but is very small compared to the money and time saved by the contributions of the City's volunteers, valued at \$616,000
- e-circulation up 6% over 20 years (and being at 37% is a good number overall)
- Circulation is down 4% over last year (due mainly to the construction at Civic Center)
- Added 50,000 items to collection last year (most popular are books, and 10,000 DVDs are included in the 50,000), and circulation number is higher than the numbers being added to collection. The collection is weeded by about the same number of items as are added each year.
- Reciprocation occurs with other libraries in finding materials that are requested for checkout by patrons
- About \$80,000 in revenue was gained from people booking rooms in the library

- Commended couriers for all the work they do on Ms. Gallivan Butler's team
- Trackable actions, including a snapshot of adult vs. teen, youth usage
- Less programming with more quality is part of the strategic plan and the team is working on that
- Exciting things that happened in FY2018/19:
- Pat Ansell donated over 998 hours of time last year and won the Volunteer of the Year Award
- 282 teen volunteers worked over the summer, and 147 adult volunteers attended the adult Volunteer Recognition luncheon
- Volunteers sold \$155,000 in the library shops
- Still working on phase out of services at Palomino Branch; will no longer be at Desert Mountain High School
- RFID conversion: 400,000 materials were converted in eight to ten weeks
- Strategic Plan is complete, special recognition to Board Member Sheila Collins
- Staff has been presenting to all the branches in order to provide maximum communication
- Branch events statistics update provided
- Sister Cities Events: Artwork from Canada at the Mustang Branch
- Outreach going well, kudos to staff on that and the Strategic Plan, which is launching very soon

Chair Quale commended staff on the Annual Report and the work done.

6. Rassner Memorial Scottsdale Library Endowment Fund

Beckie Gallivan Butler, Senior Library Manager, presented information and requested the Board to make a recommendation to City Council regarding the distribution of interest income in the amount of \$18,000 (half to be spent on store room and half on materials) from the Rassner Memorial Scottsdale Library Endowment Fund for Fiscal Year 2019/2020. Ms. Gallivan Butler noted that the matter would be before Council on September 24, 2019.

BOARD MEMBER WACHS MOVED TO APPROVE THE RASSNER MEMORIAL SCOTTSDALE LIBRARY ENDOWMENT FUND DISTRIBUTION FOR FY2019/2020. BOARD MEMBER COLLINS SECONDED THE MOTION, WHICH CARRIED SEVEN (7) TO ZERO (0). CHAIR QUALE, VICE CHAIR REYMAN, AND BOARD MEMBERS COLLINS, FULLERTON, McLENDON, SMIGIELSKI, AND WACHS VOTED IN THE AFFIRMATIVE, WITH NO DISSENTING VOTES.

7. Strategic Plan Launch

Kira Peters, Library Director, stated that staff would provide updates on the plan as activities occurred. Staff is stated identifying responsibility for actions and next steps.

8. Palomino Library Transition Update

Ms. Peters stated that this would remain a standing agenda item and noted that a meeting with the Scottsdale School District was set for tomorrow. She added that the library building would

not close but would become a school library. Ms. Peters noted that the City's Purchasing Director would attend tomorrow's meeting and there would be discussion of what items, such as physical inventory, etc., would go where.

9. Library Board Advocacy Opportunities

Manager Melissa Orr presented a list of possible advocacy opportunities for the Library Board Members, including:

- Board Members using a staff-crafted canned presentation at events
- Ultimate Play Date
- Family Read Aloud Night
- Scottsdale Farmer's Market
- GAIN (Getting AZ Involved in Neighborhoods) and other events

Ms. Orr noted that staff's community responsibility was information, while the Board's was advocacy. She stated that staff could be paired with a Board Member for events, at least most of the time, and welcomed any feedback. Ms. Orr stated that staff would eventually like to have the Library's tablecloth for events, coupled with a Library Board sign on the table top. She added that storage space for all "canned" presentations would be ideal at the Civic Center branch admin area.

Manager Becki Gallivan Butler provided a handout regarding the e-materials section of the library, noting that 30,000 new titles had been added, with hundreds of new titles planned each month.

10. Board Agenda Calendar

Kira Peters, Library Director, provided this handout and noted that it was in draft form and welcomed any and all feedback. She stated she would keep the Board apprised on this. Chair Quale mentioned that safety was a standing topic on the January agenda, although it could be discussed at other times, too.

11. Board Members' Report

Chair Quale reported that she was in Haynes, Alaska in August and visited their small-town library (which, like Scottsdale, was founded by a group of women who saw the need for the library). She added that there was a local artist's totem pole at the library, which she enjoyed.

12. Identification of Future Agenda Items

Items identified for next agenda were:

1. Palomino Transition
2. Printer checkout process
3. Outreach
4. Fines and Fees
5. Addressing Patron Comments Re: Noise
6. Play Date

Board Member Smigielski stated there was a need to answer the public about why Scottsdale was still charging fines and fees.

13. Adjournment

BOARD MEMBER SMIGIELSKI MOVED TO ADJOURN THE MEETING. BOARD MEMBER WACHS SECONDED THE MOTION, WHICH CARRIED SIX (6) TO ZERO (0). CHAIR QUALE, VICE CHAIR REYMAN AND BOARD MEMBERS COLLINS, MCLENDON, SMIGIELSKI, AND WACHS VOTED IN THE AFFIRMATIVE, WITH NO DISSENTING VOTES. (BOARD MEMBER FULLERTON LEFT THE MEETING AT 5:08 P.M.)

With no further business to discuss, being duly moved and seconded, the meeting adjourned at 5:40 p.m.

Recorded and Transcribed by eScribers, LLC.