

**GLENDALE PUBLIC LIBRARY
LIBRARY ADVISORY BOARD MEETING
MINUTES**

Thursday, March 18, 2010

7:00 P.M.

Main Library

5959 W. Brown St.

Glendale, AZ 85302

Members Present:

JoAnn Lee, Chairperson
Sandra Burr
Cherie Hudson, Vice Chair
Camille Donley
Sarah Mitchell
Char Sharp
Kenneth Wixon

Others Present:

Ms. Sue Komernicky, Library & Arts Director
Ms. Cynthia Burmeister, Secretary, Glendale Library
Michael Schmidt, Librarian, Foothills Library

Excused Absence: Katy Bickerstaff

Unexcused Absence: Allison Tedford

CALL TO ORDER

Ms. Lee, Chairperson, called the meeting to order at 6:58 p.m.

APPROVAL OF MINUTES

Ms. Lee requested a motion to approve the minutes of the meeting held February 18, 2010. A motion to approve was made by Ms. Sharp. The motion, seconded by Ms. Hudson, passed unanimously.

LIBRARY ADVISORY BOARD MISSION STATEMENT

Library Advisory Board members began working on establishing a mission statement at the previous meeting. After deliberation and editing of the first draft, Ms. Donley made a motion to adopt the wording of the mission statement. The motion, seconded by Ms. Sharp, was carried.

BUSINESS PLAN ADJUSTMENTS

Ms. Komernicky provided an update of the three public meetings held this month on the budget proposal and the comments made by attendees regarding the library hours of operation. Based on public feedback, Ms. Komernicky drafted an additional proposal. Ms. Komernicky explained that the proposed changes to operating hours were based on both circulation and patron walk-in count statistics. Ms. Komernicky discussed which days/hours had the lowest patron usage. The proposal will go through council workshop next week. Ms. Komernicky talked about changes with revenue sources including an increase in the non-resident fee, material holding and lost card fees and establishing meeting room fees. Mr. Wixon asked if this revenue goes to the general fund. Ms. Komernicky said it depends on the type of fee. Mr. Wixon asked how many non-resident cards we currently have. Ms. Komernicky stated there were 4,000 cards in the system. Ms. Komernicky stated the libraries will most likely see and increase in non-resident patron usage due to the closing of other area libraries. Ms. Hudson emphasized that libraries offer services via the internet and asked if e-books might become more popular. Ms. Komernicky said yes, and agreed that resources can be obtained virtually. Mr. Wixon asked what other city departments were asked to make cuts. Ms. Komernicky stated all departments have been affected.

LIBRARY DIRECTOR UPDATE

- Ms. Komernicky presented a plaque to Ms. Lee, in appreciation for the library achievements during her tenure and the dedication she provided in her capacity as both a board member and chair. Ms. Komernicky read to the board several of the main accomplishments during Ms. Lee's service. Ms. Lee thanked all board members for their dedication and service. She also thanked Ms. Burmeister for her efforts.
- Culture passes will be renewed for another year beginning in either April or May. Three participants have chosen to reduce free admission from four to two: The Arizona Museum for Youth, The Arizona Museum of Natural History and the Children's Museum of Phoenix. Taliesin West (Frank Lloyd Wright Foundation) will not be participating in the Culture Pass program.
- The library submitted an Early Children's Literature Grant to obtain interactive structures for the youth department.
- The Community Services Group, of which the library is a member, will be participating in the Relay for Life event the first weekend in May, being held at Glendale Community College.
- Arizona Legislative Day for Libraries will be on April 21st from 9:00 a.m. to 1:00 p.m. There will be a rally at the State Capital at 11:30.
- Ms. Komernicky is still researching new lights for the library.
- Ms. Donley asked about the roof repair. Ms Komernicky said architects are reviewing plans and testing the leaking areas. A bid proposal should be out by June 2010.
- Ms. Komernicky discussed the Community Services Hybrid Program, of which the library is a part. The purpose of the program is to maximize talents and resources from the four departments in five functional areas:
 - Neighborhood Connections
 - Volunteers (Recruitment & Projects)
 - Education Programs
 - Marketing & Events
 - Alternative Fund Development

LIBRARY ADVISORY BOARD COMMENTS AND SUGGESTIONS

- Ms. Burr discussed a complaint received regarding the television being left on at the Velma Teague library and being a distraction. Ms. Burr suggested placing a sign on the television instructing patrons to ask a library employee for viewing privileges rather than keeping the television on at all times. Ms. Komernicky stated that the television provides city programming. Ms. Komernicky checked with library manager Ms. Holstein as to any such complaints. Ms. Holstein said there were none that she knew of. Ms. Komernicky stated that the television mainly provides Channel 11 programming and is switched over at request to national news events. Ms. Burr mentioned concern over election coverage and the issue of equal access to all candidates including those not being televised. Ms. Komernicky will check with the Attorney's office as to the equal access issue and the election coverage.
- Ms. Burr would like to see the Library Advisory Board meetings posted in the library events calendar and also posted in the mail lobby area of the library.
- Ms. Burr discussed the new library in Mesa, located in a shopping center. They are open two days per week and use an open return, where material can be checked out and returned to any of

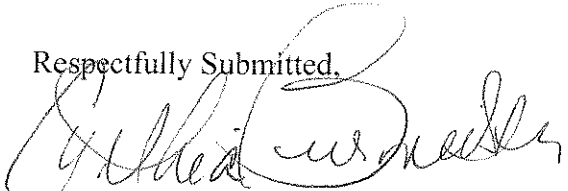
the other branch libraries. Ms. Burr also said that donated books are placed into book sale and not into the collection. Ms. Komernicky said that this type of library is called an “express library” and usually showcases popular titles/genre for children, teens and adults. Items donated to the Glendale libraries will be evaluated and either placed in book sale or into the collection. Ms. Hudson asked about books that would be considered collectibles. Ms. Komernicky said it would depend on the book. Books on Arizona History would most likely be kept due to their scarcity. Ms. Donley asked if the Library Advisory board meeting hours would be adjusted to accommodate any change in library operating hours. Ms. Komernicky said most likely not.

- Ms. Burr suggested the library or friends of the library sponsor a slumber party to generate revenue and interest in the library. All attendees would pay a fee and bring their own items. Dinner and breakfast would be provided. A security guard and cleaning crew could be hired for the event. Ms. Komernicky said that the city of San Antonio had a successful “stay at home” event where patrons would stay home and read and then send donation checks to the library.

ADJOURNMENT

Ms. Lee requested a motion to adjourn the meeting. Ms. Hudson moved that the meeting be adjourned. The motion, seconded by Mr. Wixon, passed unanimously. The meeting was adjourned by Ms. Lee at 8:02 p.m.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read 'Cynthia Burmeister', written in black ink.

Cynthia Burmeister