



**Minutes  
LIBRARY ADVISORY BOARD  
Wednesday, March 7, 2018**

**Minutes of the LIBRARY ADVISORY BOARD recorded at 6 p.m. on Wednesday, March 7, 2018, within the Tempe Public Library – 2<sup>nd</sup> Floor Conference Room, 3500 S. Rural Road, Tempe, AZ.**

**(MEMBERS) Present:**

John Linda (Chair)  
Joaquin Rios  
Virginia (Ginny) Sylvester  
Carrie Taylor

**(MEMBERS) Absent:**

Felicia Durden  
Gail Rathbun (Vice-Chair)  
Christopher Watts

**City Staff Present:**

Kathy Husser, Deputy Community Services Director – Library  
Mary Fowler, Sr. Management Assistant, Community Services Administration

**General Public Present:**

None

**Agenda Item 1 - Call to Order:**

- John Linda, Library Advisory Board Chair, called the meeting to order at 6:01 p.m.

**Agenda Item 2 - Call to the Audience:**

- There were no comments from the public.

**Agenda Item 3 – Approval of the Feb. 7, 2018, Library Advisory Board Meeting Minutes: - ACTION**

- John asked Board members to review the unapproved Library Advisory Board Meeting Minutes document dated Feb. 7, 2018.

**MOTION:** Joaquin Rios moved to approve the Feb. 7, 2018, Library Advisory Board Meeting Minutes.  
**SECOND:** Carrie Taylor seconded.  
**DECISION:** The Feb. 7, 2018, Library Advisory Board Meeting Minutes were approved.

**Agenda Item 4 – Friends of the Tempe Public Library Report:**

- No report

**Agenda Item 5 – Library Code of Conduct – No Action**

- Discussion ensued about revisions related to the accompaniment of youth in the library. Staff will clarify language in the document and return to the board next month with an updated draft.

**Agenda Item 6 – Staff Report:**

Kathy Husser presented the following information.

- Staff Day, an all-day training/networking event is set for March 8 with 53 of 68 Library employees scheduled to attend. Training sessions are a wellness workshop, an overview of the city's strategic priorities and a safety training conducted in the Library with the Police Department.
- The 2018-2021 Library Strategic Plan has been updated and shows alignment with the Council Priorities. Kathy discussed loss prevention and recovery and trespass policies.
- The Voting Center at the Library runs through election day (March 13). Traffic to the location is slow as this is the first mail-in balloting process.
- Current vacancies—Recruiting for the Library Support Systems Specialist, working directly under Kathy Schoepe to assist with technology and computer support assistance for the Library and the four community centers, is scheduled to begin on March 19. Recruitment for the Adult Services Supervisor will begin in April with an anticipated start date in May before Summer Reading begins on May 30.
- Learning Lab update: The glass walls will be installed on March 15 and 16. The demo work, painting, flooring and re-wiring of the computer area is completed. Anticipated opening date is in April.
- The Library closed unexpectedly to the public on March 2 because of a main sewer line blockage. The area (Youth Services) has been cleaned up and a contractor will begin work over the weekend to replace drywall and carpeting. Preventive maintenance will be in place moving forward so this does not happen again.
- Kathy shared the *Arizona Republic* article on the Book Bike in the News. Kathy discussed the success of the program. She will investigate how the Library can offer the *New York Times* to patrons.

**Agenda Item 7 – Member Announcements/Future Agenda Items**

- John asked that Friends provide an update on the Osher Lifelong Learning Institute's spring semester.
- Kathy will present updated Code of Conduct revisions for approval.

**Agenda Item 8 – Adjournment**

- John adjourned the meeting at 6:37 p.m.

Library Advisory Board  
March 7, 2018

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The next meeting date and location of the Library Advisory Board is scheduled at 6 p.m. on Wednesday, April 4, 2018, in the Community Services 2<sup>nd</sup> Floor Conference Room, Tempe Public Library, 3500 S. Rural Road, Tempe, AZ.

Prepared by: Mary E. Fowler  
Reviewed by: Kathy Husser

 5/2/18

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Approval signature: Library Advisory Board Member