



Minutes
LIBRARY ADVISORY BOARD
Wednesday, April 4, 2018

Minutes of the LIBRARY ADVISORY BOARD recorded at 6 p.m. on Wednesday, April 4, 2018, within the Tempe Public Library – 2nd Floor Conference Room, 3500 S. Rural Road, Tempe, AZ.

(MEMBERS) Present:

John Linda (Chair)
Gail Rathbun (Vice-Chair)
Felicia Durden
Joaquin Rios
Virginia (Ginny) Sylvester by telephone
Carrie Taylor
Christopher Watts

(MEMBERS) Absent:

None

City Staff Present:

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

General Public Present:

Larry Conway, Friends of the Library

Agenda Item 1 - Call to Order:

- John Linda, Library Advisory Board Chair, called the meeting to order at 6:02 p.m.

Agenda Item 2 - Call to the Audience:

- There were no public comments.

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

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

MOTION: Joaquin Rios moved to approve the March 7, 2018, Library Advisory Board Meeting Minutes.

SECOND: Ginny Sylvester seconded.

DECISION: The March 7, 2018, Library Advisory Board Meeting Minutes were approved.

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

- Larry Conway expressed that Friends of the Tempe Public Library members are proud to be part of the Learning Center project in the Youth Library.
- He reported Osher Lifelong Learning Institute paid and free enrollment figures for Fall 2017 (904) and Spring 2018 (910). Because there are multiple sessions for each class, many attendees came to the library four to five times.
He reviewed the line-up for summer classes and indicated that the brochure is expected to be available in about 10 days.

Agenda Item 5 – Library Code of Conduct: - Action

- Discussion ensued about revisions related to the accompaniment of youth in the library.
- The group agreed to update language to include that all types of animals and insects are not allowed in the library.
- Ginny requested that lists on pages 1 and 2 be reworded to exhibit parallelism.
- Ginny requested that the inserted language for the Teen Center Code of Conduct be revised for clarity.

MOTION: Christopher Watts moved to approve the Library Code of Conduct revisions with edits.

SECOND: Joaquin seconded.

DECISION: The Library Code of Conduct revisions were approved with edits.

Agenda Item 6 – Library Strategic Plan review:

- Kathy Husser reviewed the alignment of the Tempe City Council Priorities and the Library Strategic Plan. One goal of the plan is a 5 percent reduction in the loss of materials over previous fiscal year. The Library is using a materials recovery company to help the Library recover a portion of the more than \$768,000 outstanding balance in overdue materials.
- Kathy asked Board members to review the document, which will be posted when the template is provided by the city's Office of Strategic Management and Diversity.

Agenda Item 7 – Staff Report:

- Kathy presented the following information.
 - The Volunteer Luncheon is from 11:30 a.m. to 1 p.m. on April 17 in Room A and is open to all Library volunteers.
 - Current position vacancies were posted on March 23.

Library Support Systems Specialist – works directly under Kathy Schoepe to assist with technology and computer support assistance for the Library and the four community centers. The *Adult Services Supervisor* position is being recruited with an anticipated start date before Summer Reading begins on May 30.

- Learning Lab update: The structure was completed on March 29. The Learning Lab was donated by the Friends of the Tempe Library and a ribbon cutting is scheduled for 5:30 p.m. on May 8 in the lower level of the library.
- The cause of the roof leak at the front entrance seems to have been identified. Crews will work mainly at night and during off hours to fix the issue. Anticipated completion is by mid-August.

- The Book Bike was at State Farm on March 14 and at the Tempe Festival of the Arts on March 24. To date more than 1,800 people have been served by the Book Bike. Nick Escalante, Book Bike Coordinator, has just returned from the Public Library Association Conference in Philadelphia where he presented the project. He was participating on a panel for innovative library community connections and discussed set-up, funding and challenges.

Agenda Item 8 – Member Announcements/Future Agenda Items

- Larry asked about the status of repair to the check-in/check-out system. Kathy expects the equipment to be working tomorrow.

Agenda Item 9 – Adjournment

- John adjourned the meeting at 6:48 p.m.

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

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

 5/2/18

Approval signature: Library Advisory Board Member