

**Minutes  
LIBRARY ADVISORY BOARD  
Wednesday, Sept. 5, 2018**

**Minutes of the LIBRARY ADVISORY BOARD recorded at 6 p.m. on Wednesday, Sept. 5, 2018, within the Tempe Public Library – 2<sup>nd</sup> Floor Conference Room, 3500 S. Rural Road, Tempe, AZ.**

**(MEMBERS) Present:**

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

**(MEMBERS) Absent:**

Felicia Durden

**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 p.m.

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

- There were no public comments.

**Agenda Item 3 – Approval of the June 6, 2018, Library Advisory Board Meeting Minutes: - ACTION**

- John asked Board members to review the unapproved Library Advisory Board Meeting Minutes document dated June 6, 2018.

MOTION: Ginny Sylvester moved to approve the June 6, 2018, Library Advisory Board Meeting Minutes.

SECOND: Gail Rathbun seconded.

DECISION: The motion passed, 5-0.

Ayes: John Linda, Gail Rathbun, Virginia (Ginny) Sylvester Carrie Taylor, Christopher Watts.

Nays: None

Absent: Joaquin Rios, Felicia Durden

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

- Larry Conway gave a budget report. The organization has four funding sources: online book sales, Connections Café, Tempe Connections and the Friends' Book Store. The Friends

contributed \$54,000 to the Library in Fiscal Year 2018. Discussion about why other libraries do not collect and sell used books ensued.

- Larry distributed the Osher Fall Brochure and encouraged people to attend classes.

#### **Agenda Item 5 – Summer Reading Program Review**

- Kathy Husser presented for Allison Burke. The summer reading program was very successful as Tempe ranked first among 62 libraries in Maricopa County for youth who reached 1,000 minutes of reading and finished the program. Tempe registered the second most readers among participating county libraries. Kathy discussed additional highlights of the program and indicated that these statistics will become part of the Library's strategic plan initiatives.

#### **Agenda Item 6 – Approval of the Library Display Policy - ACTION**

- Kathy led a discussion about revisions to the Library's Display Policy, which were suggested at the June meeting.

MOTION: Christopher Watts moved to approve the Library Display Policy.

SECOND: Joaquin seconded.

DECISION: The motion passed, 6-0.

Ayes: John Linda, Gail Rathbun, Joaquin Rios, Virginia (Ginny) Sylvester Carrie Taylor, Christopher Watts.

Nays: None

Absent: Felicia Durden

#### **Agenda Item 7 – Approval of the Code of Conduct Policy - ACTION**

- Kathy led a discussion of revisions to the Code of Conduct Policy related to food and beverage and the city's Urban Camping Ordinance. The group discussed the policies as they relate to security and enforcement and asked Kathy to report back to the group in December about the policy's effectiveness.
- Kathy encouraged board members to watch the Sept. 6 Tempe Accelerates presentation dealing with security of Community Services Facilities on Tempe 11.
- Carrie Taylor suggested eliminating repetitious language on page three related to the Teen Center Code of Conduct.

MOTION: Christopher moved to approve the Code of Conduct Policy as amended with the understanding that Kathy will report back to the group in December.

SECOND: Joaquin seconded.

DECISION: The motion passed, 6-0.

Ayes: John Linda, Gail Rathbun, Joaquin Rios, Virginia (Ginny) Sylvester Carrie Taylor, Christopher Watts.

Nays: None

Absent: Felicia Durden

#### **Agenda Item 8 – Staff Report:**

- Kathy presented the Fiscal Year 2018 Circulation report. Nationally, circulation has decreased 14 percent, but Tempe's circulation was down by only one percent. Kathy indicated that e-materials were up by 16 percent over the previous year.
- The Ballot Center at the Library experienced a 30 percent voter turnout for the August election. The November election will be held at the Tempe History Museum where the number of voting booths can increase from 12 to 24.
- Recruitment for a new Librarian closes on Sept. 6 with interviews scheduled for Sept. 28. Kathy hopes to recruit soon for the Technical Services Specialist.
- Crews will begin fixing the roof leak soon, which will cause a bit of disruption to the Library's front entrance.
- The Water for Fines program generated 512 cases of water for Tempe Community Action Agency and \$854 in fines were erased.

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- Kathy traveled to Atlanta, Ga., to attend the Research Institute for Public Libraries conference. The focus of the conference was on strategic planning for libraries. Community Services is developing new performance measures, including one focusing on literacy rates.
- The group discussed the English as a Second Language program offered by the Library.
- John asked if there is a Climate Change event scheduled at the Library. Kathy will investigate.

**Agenda Item 9 – Member Announcements/Future Agenda Items**

- John welcomed Mary back to the group.

**Agenda Item 10 – Adjournment**

- John adjourned the meeting at 7:08 p.m.

The next meeting date and location of the Library Advisory Board is scheduled at 6 p.m. on Wednesday, Oct. 3, 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

  
Approval signature: Library Advisory Board Member

10/3/18