
**Minutes
LIBRARY ADVISORY BOARD
Wednesday, Oct. 3, 2018**

Minutes of the LIBRARY ADVISORY BOARD recorded at 6 p.m. on Wednesday, Oct. 3, 2018, within the Tempe Public Library – 2nd Floor Conference Room, 3500 S. Rural Road, Tempe, AZ.

(MEMBERS) Present:

John Linda (Chair)
Felicia Durden
Gail Rathbun (Vice-Chair)
Joaquin Rios
Virginia (Ginny) Sylvester
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 p.m.

Agenda Item 2 - Call to the Audience:

- There were no public comments.

Agenda Item 3 – Approval of the Sept. 5, 2018, Library Advisory Board Meeting Minutes: - ACTION

- John asked Board members to review the unapproved Library Advisory Board Meeting Minutes document dated Sept. 5, 2018.

MOTION: Gail Rathbun moved to approve the Sept. 5, 2018, Library Advisory Board Meeting Minutes.

SECOND: Christopher Watts seconded.

DECISION: The motion passed on a 5-0.

Ayes: John Linda, Felicia Durden, Gail Rathbun, Virginia (Ginny) Sylvester and Christopher Watts

Nays: None
Absent: Joaquin Rios and Carrie Taylor

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

- Larry Conway indicated that everything is running smoothly.

Agenda Item 5 – Approval of the Library Code of Conduct Policy - ACTION

- Kathy Husser discussed changes in the policy because of a recent decision by the United States Court of Appeals for the Ninth Circuit as it relates to the city of Tempe's Urban Camping Ordinance. Carrie asked to delete text on page 1 that applies to this ruling. Felicia noted an errant bullet on page 2.

MOTION: Joaquin moved to approve the changes to the Code of Conduct Policy as amended.

SECOND: Gail seconded.

DECISION: The motion was approved, 7-0.

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

Nays: None

Agenda Item 6 – Staff Report

- DVD Express, a new method for customers to check out newly released popular movies is operational. DVD's can be checked out for three days. No holds are allowed, there is a two DVD limit and a \$1 per day overdue fee is applied if the item is returned late. Every copy of the 10 movie titles available were circulated on the first day of the program.
- Roof/Leak repair project – After an architectural site visit, leaking office windows in Recreation were added to the project. The written response is due back to the city this week.
- The Landscape Master Plan is moving forward in conjunction with a new bus stop/pullout for the Library to accommodate three large buses at one time. Construction is tentatively scheduled to begin in December or January. The group discussed the "Tilted Landscape" public art piece. Kathy will ask Rebecca Rothman if a sign can be added to the piece to explain its representation.
- The Voting Center for Tempe has been moved from the Library's 2nd floor lobby to the Tempe History Museum for the November election. The Museum provides a much larger space to facilitate voting and accommodate more booths at a single-story venue. If lines occur for the Nov. 6 election, there is more space to accommodate the overflow of voters.
- The Book Festival, sponsored by the Friends of the Tempe Public Library, is scheduled from 10 a.m. to 3 p.m. on Nov. 3. The North Door will be open during this time and additional security and staff are scheduled that day to monitor the exit/entrance.
- The new food policy has not been enforced, but new, prominent signage has appeared in the Library and on the computers during the five-week grace period to introduce patrons to the new food policy and proper use of the Café area.
- Human Services Remodel – Planning has begun. The Library's glassed-in office will be repurposed into another conference room, as might a portion of the staff breakroom. With Human Services needing more office space, the Library will be relocating several staff from the 2nd floor to other areas. A graduated construction timeline will take place, so meetings already scheduled in the Library's Conference Room can take place with minimal disruption. Staff began desk moves on Oct. 1 in anticipation of the project.
- The new library website (Tempepubliclibrary.org) is scheduled to be introduced to customers in November. The newly formatted newsletter is available online and will be distributed

electronically. The printable newsletter will have more prominent visibility when the new site is launched.

- Kathy will present a draft of the Library Advisory Board's annual report at the next meeting. She asked the group to send any goals they want to set to her or Mary. She reviewed the five Council Priorities and explained how budgeting relates to department goals and priorities.

Agenda Item 7 – Member Announcements/Future Agenda Items

- Mary reminded the group that the Tardeada is scheduled from Noon to 8 p.m. on Oct. 7 at the Library Complex.
- Ginny asked that security be reminded to keep the doors and elevator unlocked when the Board will be meeting.
- John announced that he will not be at the next meeting and has asked Gail to chair.

Agenda Item 8 – Adjournment

- John adjourned the meeting at 6:54 p.m.

The next meeting date and location of the Library Advisory Board is scheduled at 6 p.m. on Wednesday, Nov. 7, 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

Gail Rathbun

Approval signature: Library Advisory Board Member