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**Minutes**  
**LIBRARY ADVISORY BOARD**  
**Wednesday, October 2, 2019**

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Minutes of the LIBRARY ADVISORY BOARD recorded at 6 p.m. on Wednesday, October 2, 2019, within the Tempe Public Library Second-Floor Conference Room; 3500 S. Rural Road, Tempe, AZ.

**(MEMBERS) Present:**

Christopher Watts (Chair)  
Carrie Taylor (Vice-Chair)  
Marie Brown  
Felicia Durden (By Phone)  
Joaquin Rios  
Chris Sar

**(MEMBERS) Absent:**

Marissa Dailey

**City Staff Present:**

Rachael Brickner, Sr. Management Assistant - Community Services Administration  
Kathy Husser, Deputy Community Services Director - Library Services Division

**General Public Present:**

Larry Conway, President - Friends of the Tempe Public Library  
Lauren Desloge, Student - Arizona State University  
Christina Fankhanel, Student - Arizona State University  
Karishma Sood, Student - Arizona State University  
Rachel Stapholz, Student - Arizona State University

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

- Christopher Watts, Library Advisory Board Chair, called the meeting to order at 6 p.m.

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

- Kathy Husser, Deputy Community Services Director - Library Services Division, announced the following students in attendance from Arizona State University (ASU):
  - Lauren Desloge;
  - Christina Fankhanel;
  - Karishma Sood;
  - Rachel Stapholz.

- Rachel Stapholz introduced herself to the members of the Library Advisory Board (Board) and reported that she and the remaining students attend the ASU Walter Cronkite School of Journalism and Mass Communication. Rachel further explained that she was attending the Board meeting to collect information for a school project.
- Kathy Husser welcomed all members of the general public to the meeting.

**Agenda Item 3 - Approval of the September 4, 2019, Library Advisory Board Meeting Minutes:**  
**ACTION**

- Christopher Watts, Library Advisory Board (Board) Chair, asked the Board members to review the unapproved Library Advisory Board Meeting Minutes document dated September 4, 2019.
  - No edits noted or requested.

**MOTION:** Chris Sar moved to approve the September 4, 2019, Library Advisory Board Meeting Minutes as presented.

**SECOND:** Marie Brown seconded.

**DECISION:** Motion approved, 6-0.

**Ayes:** Christopher Watts (Chair), Carrie Taylor (Vice-Chair), Marie Brown, Felicia Durden (By Phone), Joaquin Rios, Chris Sar

**Nays:** None

**Absent:** Marissa Dailey

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

- Larry Conway, Friends of the Tempe Public Library (Friends of the Library) President, gave the following report specific to the Friends of the Library:
  - The replacement of the espresso machine in Connections Café is complete; the new machine works well.
  - The installation of the menu board in Connections Café is also complete and includes updated graphics.
  - The Friends of the Library worked with Nick Escalante, Tempe Public Library staff member, to create digital signage to be displayed via Communico for Libraries® software. The first set of slides (six to 10 screens) is currently in review.
  - The Friends of the Library reported a revenue of \$298,000 in fiscal year 2018/2019; \$45,000 was graciously donated to the Tempe Public Library to fund the AWE Learning Center computers within the Youth Library area, as well as to fund other programming and special projects.
  - Chris Sar thanked the Friends of the Library (Friends) for its support of the Tempe Public Library (Library); Kathy Husser further thanked the Friends and expressed additional gratitude for its support of Library programming and services.
  - Connections Café played host to the first of many Arizona State University (ASU) Osher Lifelong Learning Institute (OLLI) fall classes on September 9. Attendance continues to grow each semester. Approximately 2,513 patrons attended OLLI classes at Connections Café in 2018/2019. OLLI experienced a record enrollment this fall; 22 of 34 classes are full and have waitlists. The current semester includes the following learning opportunities:
    - 'Mozart, the Gifted Musician' - 10:30 a.m.; 10/21, 10/28 and 11/4;

- 'Marco Polo and Medieval Exploration' - 1 p.m., 10/21;
- 'Ernest Hemingway's Paris' - 1 p.m., 10/24;
- 'Geologic Heritage of Sedona and the Mogollon Rim' - 10 a.m. and Noon, 10/31;
- 'The Magic of Mindfulness 2.0' - 10:30 a.m.; 11/1, 11/8, 11/15 and 11/22.

**Agenda Item 5 - Staff Report:**

- Kathy Husser, Deputy Community Services Director - Library Services Division, presented the following recruitment update:
  - Recruitment for the full-time, benefitted Library Assistant position at the Tempe Public Library is complete.
    - Rebecca Matysek was selected for the position; her first day was September 24.
      - Rebecca previously worked as a Library Assistant at Grand Canyon University (GCU). She'll be assisting the Tempe Public Library's Technical Services team with Inter-Library Loans.
- Kathy reported that construction specific to intersection improvements at Rural Road and Southern Avenue began on September 30.
  - Kathy explained that construction is ongoing through February 2020.
  - Project details are subject to change based on weather, equipment or other unforeseen issues.
  - Anticipated work hours are 8:30 a.m. to 3:30 p.m., Monday through Friday, with additional striping and signal work to be performed at night.
  - The eastern Library complex entrance closest to the Edna Vihel Arts Center (southwest corner of Rural Road and Southern Avenue) will be closed. All other parking lot entry-ways will remain open with possible short-term closings, if necessary.
  - Lane restrictions are possible on both Rural Road and Southern Avenue.
  - Kathy reminded all to be aware of large and heavy operating equipment; equipment operator visibility may be limited.
  - Kathy encouraged all to practice caution when traveling in the area.
- Kathy announced a remodel project within the Tempe Public Library's (Library) Youth Services area. Per Kathy, Phase One (1) of the remodel will include the removal of a pony wall. Kathy added that Phase Two (2) and Phase Three (3) include the addition of a new puppet theater within the Caitlin Benson Corner and a Youth Pueblo Playhouse Story Time room.
  - Chris Sar inquired about the construction timeline for the puppet theater; Kathy reported that work will occur in February and March 2020. Kathy added that work should be completed in April 2020 before the start date of National Library Week.

**Agenda Item 6 - 2019 Library Advisory Board Report Review: ACTION TABLED**

- Kathy Husser presented the 2019 Library Advisory Board (Board) Report to the Board members for review and approval consideration.
- Kathy explained that the review of the report was open to all edits and suggestions from the Board members.
- Chris Sar inquired about the goals of the Board. Kathy Husser stated that the report may be edited to tie the current City Council priorities to the goals of the Library Advisory Board.

- Upon review of the report, the Board moved to table the approval vote to the Library Advisory Board meeting scheduled to occur at 6 p.m. on November 6, 2019, within the Tempe Public Library Second-Floor Conference Room.

**MOTION:** Chris Sar moved to table the 2019 Library Advisory Board Report approval vote to the Library Advisory Board meeting scheduled to occur at 6 p.m. on November 6, 2019, within the Tempe Public Library Second-Floor Conference Room.

**SECOND:** Marie Brown seconded.

**DECISION:** Motion approved, 6-0.

**Ayes:** Christopher Watts (Chair), Carrie Taylor (Vice-Chair), Marie Brown, Felicia Durden (By Phone), Joaquin Rios, Chris Sar

**Nays:** None

**Absent:** Marissa Dailey

**Agenda Item 7 - Discussion and possible action of Fine Free at Tempe Public Library:**

**ACTION TABLED**

- Kathy Husser provided an update specific to the movement of several public Library systems to Fine Free. Per Kathy, the Phoenix Public Library is set to go Fine Free in November 2019.
  - Kathy Husser explained that the Tempe Public Library (Tempe Library) presently hosts two Fine Free events every year; Kathy acknowledged the following information as it relates to Fine Free at the Tempe Library:
    - An average of 13 to 14% of all fines are waived monthly, not including water/food for fine programs annually hosted by Tempe Public Library;
    - Materials more than three (3) weeks overdue become replacement cost fees;
    - Materials more than seven (7) weeks overdue become accounts for Unique®;
    - Any outstanding fees greater than \$10.01 block patrons from public access computer use;
    - Tempe Public Library nets approximately \$77,000 in fines each year;
    - 11.7% of patrons have blocked accounts that exceed \$10.01 in fines;
    - 3.6% of Library card holders possess an outstanding bill of \$756 or more;
    - 8.1% of card holders possess an outstanding balance of a more reasonable fine;
    - Fine Free is recognized as a mechanism to combat social inequity and barriers to use the Tempe Public Library system.
  - Christopher Watts, Library Advisory Board Chair, suggested that the Board reevaluate Fine Free in six (6) months to allow for a more thorough review and evaluation of the profile of a regional Fine Free library system, and to allow for adequate time for the development of general narrative questions and public comment, as well as to realize and recognize fiscal impacts from Unique®.
  - Upon further consideration, the Board moved to table the discussion and possible action of Fine Free at Tempe Public Library to the Library Advisory Board meeting scheduled to occur at 6 p.m. on May 6, 2020, within the Tempe Public Library Second-Floor Conference Room.

**MOTION:** Joaquin Rios moved to table the discussion and possible action of Fine Free at Tempe Public Library to the Library Advisory Board meeting scheduled to occur at 6 p.m. on May 6, 2020, within the Tempe Public Library Second-Floor Conference Room.

**SECOND:** Felicia Durden seconded.  
**DECISION:** Motion approved, 6-0.

**Ayes:** Christopher Watts (Chair), Carrie Taylor (Vice-Chair), Marie Brown, Felicia Durden (By Phone), Joaquin Rios, Chris Sar  
**Nays:** None  
**Absent:** Marissa Dailey

**Agenda Item 8 - Member Announcements/Future Agenda Items**

- Kathy Husser thanked the Library Advisory Board (Board) members for attending the meeting and confirmed that the next Board meeting is scheduled to occur on November 6.

**Agenda Item 9 - Adjournment**

- Christopher adjourned the meeting at 6:58 p.m.

The next meeting date and location of the Library Advisory Board is scheduled at 6 p.m. on Wednesday, November 6, 2019, within the Community Services Department Second-Floor Conference Room; Tempe Public Library, 3500 S. Rural Road, Tempe, AZ.

Prepared by: Rachael Brickner  
Reviewed by: Kathy Husser



11/6/19

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Approval Signature: Library Advisory Board Member