

**Minutes  
LIBRARY ADVISORY BOARD  
Wednesday, April 7, 2021**

**Minutes of the LIBRARY ADVISORY BOARD virtual meeting recorded at 6 p.m. on Wednesday, April 7, 2021, held via Cisco WebEx Events.**

**(MEMBERS) Present:**

Teri Metros (Chair)  
Marie Brown  
Marissa Dailey  
Dr. Felicia Durden  
Carrie Taylor  
Christopher Watts

**(MEMBERS) Absent:**

Chris Sar (Vice-Chair)

**City Staff Present:**

Rachael Brickner, Sr. Management Assistant - Community Services Administration  
Keith Burke, Community Services Department Director  
Katie O'Connor, Interim Deputy Community Services Director - Library Services Division

**General Public Present:**

- No members of the general public present.

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

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

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

- No public comment from the audience to report.

**Agenda Item 3 - Approval of the March 3, 2021, Library Advisory Board Meeting Minutes:**  
**APPROVED**

- Teri Metros, Library Advisory Board (Board) Chair, asked the Board members to review the unapproved meeting minutes document dated March 3, 2021.
  - No edits noted or requested.

**MOTION:** Christopher Watts moved to approve the March 3, 2021 Library Advisory Board meeting minutes as presented.  
**SECOND:** Marie Brown seconded.  
**DECISION:** Motion approved, 4-0; two (2) abstained, one (1) member absent.

**Ayes:** Teri Metros (Chair), Marie Brown, Carrie Taylor, Christopher Watts  
**Nays:** None  
**Absent:** Chris Sar (Vice-Chair)  
**Abstained:** Marissa Dailey, Dr. Felicia Durden

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

- No report.

**Agenda Item 5 - Deputy Director of Library Services Recruitment Update: Keith Burke, Community Services Department Director**

- Keith Burke (K. Burke), Community Services Department Director, announced that the Deputy Director of Library Services position recruitment is underway.
- K. Burke explained that the process will include representation from city of Tempe Library Services Division staff members, as well as members of Tempe's Library Advisory Board and Friends of the Tempe Public Library.
- K. Burke noted that the first review of applications occurred on Tuesday, March 16.
- Teri Metros, Library Advisory Board (Board) Chair, thanked K. Burke for the update.

**Agenda Item 6 - Staff Report: Katie O'Connor, Interim Deputy Community Services Director**

- Katie O'Connor (K. O'Connor), Interim Deputy Community Services Director - Library Services Division, reported the following information specific to the March 2021 operations of Tempe Public Library's (Library) Youth Services area:
  - The **Kid Lit Picks** program, a librarian-curated book recommendations service for kids, pulled 50 items for five (5) patrons;
  - As a direct result of funding received from Friends of the Tempe Public Library, 400 **Youth Activity Packs** were developed and distributed by staff;
  - **Facebook Live Storytime** attendance totaled 217 views;
  - Twelve (12) one-on-one **ESL classes** were held;
  - A handful of teens continue to attend a weekly **Zoom Teen Hangout**;
  - Planning for the **2021 Summer Reading Program** is well-underway;
    - The Maricopa County-wide program will be virtual;
    - This year's theme is titled, "Tails and Tales!";

- From June 1 to August 1, 2021, participants of all ages may log up to 20 minutes of reading every day, enter secret codes, complete challenges, and visit community experience locations in order to earn prizes;
- Online registration begins on May 1.
- K. O'Connor further reported the following information specific to Tempe Public Library's (Library) Adult Services area:
  - 74 adults were engaged in **programming** in March 2021; programs included:
    - **Mystery Club;**
    - **Writers' Connection;**
    - **Writing About Family Events;**
    - **Book Chats;**
    - **Great Books discussions;**
    - **Sustainability: Drip Irrigation Maintenance, Troubleshooting, and Repair;**
    - **Coffee, Tea and Books discussions.**
  - The **2021 Writing Contest** winners have been selected and a book of their works is being printed;
    - **Friends of the Tempe Public Library (Friends)** sponsor Tempe Public Library's(Library) Writing Contest, including the \$50 cash prizes award to winners in each contest category.
    - The Library staff team remains grateful to the Friends for its sponsorship and loves to encourage local writers through the contest.
    - The 2021 Writing Contest is conducted in partnership with **Arizona State University**.
  - Preparations are well-underway for **FanCon 2022;**
    - The Library hopes to have the event in-person but is also planning virtual aspects.
    - Should the Library need to pivot to a virtual event, it is prepared to do so.
- Grab-n-Go **Seed Library Packets** will be available for pick-up beginning Wednesday, April 14;
- Friends of the Tempe Public Library (Friends) will host a **sidewalk sale** from 8:30 a.m. to 2 p.m. near the main entrance to Tempe Public Library on Saturday, April 10;
  - **The Friends Book Store** will open on Monday, April 12.
- Year-to-date, there's been a 13% increase in **digital materials check-out;**

- In comparison to pre-pandemic numbers, there's been a **50% decrease** in physical check-outs;
- Conversely, there's been a **continued increase** in physical check-outs (approximately 2,500 per month) since October 2020;
- **Public access computers** within the Library's computer lab saw 592 uses in March 2021;
  - The lab at Escalante Community Center saw 242 uses;
  - The lab at North Tempe Multi-Generational Center usage saw 171 uses.
- Tempe Public Library continues to maintain an **average attendance** of 1,159 patrons per week, or 231 patrons per day;
- Eight (8) boxes of books were taken to the Escalante and North Tempe Multi-Generational Centers last week to be placed within the **rotating book collections** at each center;
- All 150 Chromebooks and 200 Hot Spots have been cataloged and entered into Polaris as part of the **Connect Tempe Grant** program;
  - The equipment loan agreement and program application document have been translated into Spanish; both documents are pending review for approval and online publication.
  - The Connect Tempe team continues to research methods and protocols for income verification appointment scheduling so that all screenings are done in a safe manner.
  - In partnership with Tempe's **Homeless Solutions** team, **Valor on 8<sup>TH</sup>** and the **Super 8** motel will receive four (4) Chromebooks and two (2) Hot Spots to be placed within a meeting room for public, supervised use.
    - Chromebooks are being placed within these locations in an effort to best meet and service populations where they're at.

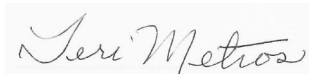
#### **Agenda Item 7 - Member Announcements/Future Agenda Item**

- No announcements or future agenda items noted.

#### **Agenda Item 8 - Adjournment**

- Teri Metros, Library Advisory Board Chair, adjourned the meeting at 6:24 p.m.
- The next meeting of the Library Advisory Board is scheduled to occur at 6 p.m. on Wednesday, May 5, 2021, via Cisco WebEx Events.

Prepared by: Rachael Brickner; Reviewed by: Keith Burke



May 5, 2021

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Approval Signature: Library Advisory Board Member