

**Minutes**  
**LIBRARY ADVISORY BOARD**  
**Wednesday, January 6, 2021**

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

**(MEMBERS) Present:**

Teri Metros (Chair)  
Chris Sar (Vice-Chair)  
Marie Brown  
Dr. Felicia Durden  
Carrie Taylor

**(MEMBERS) Absent:**

Marissa Dailey  
Christopher Watts

**City Staff Present:**

Rachael Brickner, Sr. Management Assistant - Community Services Administration  
Micah Corporaal, Interim Deputy Community Services Director - Library Services Division

**General Public Present:**

Larry Conway, President - Friends of the Tempe Public Library

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

- Teri Metros, Library Advisory Board Chair, called the meeting to order at 6:06 p.m.

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

- No public comment.

**Agenda Item 3 - Approval of the December 2, 2020, 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 December 2, 2020.
  - No edits noted or requested.

**MOTION:** Chris Sar, Library Advisory Board Vice-Chair, moved to approve the December 2, 2020, Library Advisory Board Meeting Minutes as presented.

**SECOND:** Dr. Felicia Durden seconded.

**DECISION:** Motion approved, 5-0; two members absent.

**Ayes:** Teri Metros (Chair), Chris Sar (Vice-Chair), Marie Brown, Dr. Felicia Durden, Carrie Taylor

**Nays:** None

**Absent:** Marissa Dailey, Christopher Watts

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

- Micah Corporaal (M. Corporaal), Interim Deputy Community Services Director - Library Services Division, introduced Larry Conway, Friends of the Tempe Public Library President, and welcomed L. Conway to the Library Advisory Board (Board) meeting.
- L. Conway provided the following report on behalf of Friends of the Tempe Public Library (Friends of the Library):
  - Friends of the Library (Friends) remains a committed group of 60+ volunteers who are eager to return to the Tempe Public Library (Library) and anxiously await additional information specific to a return to service date;
  - The Friends organization is delighted that the Library's adjusted service model is performing well throughout the COVID-19 event;
  - Spring season Osher Lifelong Learning Institute (OLLI) classes are underway via Zoom Video Communications, Inc. (Zoom);
    - L. Conway encouraged the Board members to view the course catalog online for scheduled class dates, times and subject matter descriptions;
  - Friends' Connections Café operations are on-hold, while the Friends organization continues to rely on off-site and on-site book donation drop box sites in order to maintain its online book sales;
  - L. Conway further praised Jolene Gosling, Friends of the Tempe Public Library Executive Director, for her continued efforts to staff the Friends' offices throughout the COVID-19 event;
  - L. Conway reiterated that Friends' staff members anxiously await the opportunity to safely reopen the bookstore and café.
- Teri Metros, Library Advisory Board Chair, praised the Friends of the Library for its support of Tempe Public Library, and further thanked L. Conway for his report.

#### **Agenda Item 5 - Staff Report: Micah Corporaal, Interim Deputy Community Services Director**

- Micah Corporaal (M. Corporaal), Interim Deputy Community Services Director - Library Services Division, reported the following information specific to Tempe Public Library's (Library) Youth Services area:

- The **Kid Lit Picks** program, a librarian-curated book recommendations service for kids, pulled 30 items in December;
- As a direct result of funding received from Friends of the Tempe Public Library, 400 **Youth Activity Packs** were developed and distributed by staff in December;
- The **Letters to a Librarian** program receives one-to-two letters per week from children. Youth librarians hand-write a response within a week of receiving a letter;
- **Time to Talk: ESL for Kids** is an online, quarterly program that facilitates one-on-one conversations between a youth librarian and a child learning English as a second language. Activities including singing, rhyming, counting, crafts and more are introduced through the conversations;
- **Facebook Live Storytime** attendance increased by more than 100 views in December, totaling 307 views;
- A handful of teens continue to attend a weekly **Zoom Teen Hangout**;
- Youth Library staff correspond daily via email with teen patrons that regularly attended Tempe Public Library programming prior to the shut-down and implementation of the Library's lobby service model; as a result, the Teen Services team has developed a teen newsletter created by teens, and for teens. The newsletter is complete with articles and pictures of teen participants engaging with the community around their own interests;
- The Youth Services team participated in the drive-through **Winterfest** event on December 19 within the Tempe Community Center Complex parking lot; more than 200 gift bags filled with books, activities and Community Services resources were distributed to families.
- M. Corporaal further reported the following information specific to Tempe Public Library's (Library) Adult Services area:
  - 47 adults were engaged in **programming** in December;
  - Programs include **writing workshops**, **book clubs** and **sustainability workshops**;
- The sustainability program, **Pruning and Maintaining Shrubs**, was led by Water Conservation;
  - A patron wrote, "Great material and wonderful experts. I've learned so much about resources available in the community from these workshops in addition to getting ideas about how to make a difference in my own little corner of Tempe!";
  - The Library intends to continue building partnerships with City of Tempe (City) departments to make city information and resources widely available to the public;
- The **Kanopy** platform streaming service saw 136 plays in its second month of service;
- 38% increase in **digital materials check out** continues to remain steady;

- **Public access computer use** in the Library's computer lab has nearly doubled in December, and up to 568 uses. Escalante Community Center usage remains steady at 204 uses. North Tempe Community Center usage saw a slight decrease in usage from 133 to 93;
- The Library has purchased a subscription with **OCLC (Online Computer Library Center)** to replace our current subscription with SkyRiver, an innovative tool with ProQuest;
  - More than 54,000 libraries in 109 countries use OCLC services to locate, acquire, catalog, lend and preserve print and electronic library materials;
  - We hope for the rollout to be completed by the end of March;
- The Library recently purchased **PressReader**, a newspaper and magazine subscription tool that includes *Arizona Republic*, *USA Today*, *Los Angeles Times*, *Chicago Tribune*, and major papers from major cities across the USA. This tool also includes international papers, and some popular magazines (*Newsweek*, *Forbes*, *Vanity Fair*, *Vogue*, *Harper's Bazaar*, *GQ*, etc.);
  - We intend to purchase and install a walk-up reading device for patrons to read magazines and newspapers onsite;
  - As Library staff diversifies our services beyond just programming and events, we are developing ways to connect the community with our print and digital collection in a more meaningful way. PressReader is one of the tools we are implementing to make our print and digital collection more relevant to the community;
- Tempe Public Library has an average attendance of 1,000 patrons per week.
- **M. Corporaal reported information specific to valley-wide library operations in response to the pandemic:**
  - **Scottsdale Public Library Civic Center** is closed on Tuesdays, Thursdays and Sundays. During open hours the entire facility, including study rooms are available to patrons;
    - Computers: One-hour per day (50% are available due to social distancing);
    - No building capacity was established for this library system;
    - Printing, copying, scanning and faxing are available;
    - Materials are not being quarantined;
    - Mustang, Appaloosa and Arabian branches only offer drive-thru service and are only closed on Sundays;
    - Virtual programming.
  - All four **Chandler Public Library** locations close the last 15 minutes of every hour for cleaning. Patrons can enter between the top of the hour and 45 minutes past and must exit at the end of that time so that library staff can clean high-touch areas;
    - All locations are closed only on Sunday;

- Computers are available. (50% are available due to social distancing);
  - Printing, copying, scanning and faxing;
  - Downtown capacity: 50 people;
  - Basha, Hamilton and Sunset capacity: 25 people;
  - No curbside service;
  - Materials are not being quarantined;
  - Virtual programming.
- **Mesa Public Library Main Library lobby is open for Grab & Go service;**
    - Limited collection available for browsing;
    - Starting on December 7, browsable collection was expanded and staff began retrieving items not available in the browsing section;
    - 15-minute courtesy computers are available first-come, first-served;
    - Printing, copying, scanning and faxing are available;
    - Four-day quarantine for returned items;
    - Capacity of 10 patrons;
    - Virtual programming;
    - Other branches are providing curbside only.
- **Maricopa County Library District;**
    - All 17 locations are offering “Pop-in Pick-up” and curbside pick-up (by appointment only);
    - Limited collection available for browsing;
    - Holds pick-up;
    - Computers are not available;
    - Printing/copying/faxing/scanning services are not available;
    - Virtual programming;
    - No quarantine procedures;
    - Staff is responsible for implementing crowd control strategies. No capacity limit set.

- **Phoenix Public Library;**
  - All 16 locations offering curbside service only.
  - 72-hour quarantine;
  - Holds pick-up;
  - Computers are not available;
  - Virtual programming.

**Agenda Item 6 - Member Announcements/Future Agenda Item**

- No announcements or future agenda items noted.

**Agenda Item 7 - Adjournment**

- Teri Metros, Library Advisory Board Chair, adjourned the meeting at 6:55 p.m.
- The next meeting of the Library Advisory Board is scheduled to occur at 6 p.m. on Wednesday, February 3, 2021, via Cisco WebEx Events.

Prepared by: Rachael Brickner; Reviewed by: Micah Corporaal

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Approval Signature: Library Advisory Board Member