

CITY OF BUCKEYE
LIBRARY ADVISORY BOARD

April 28, 2014

MINUTES

Buckeye Public Library
310 N. 6th Street
Buckeye, AZ 85326
6:30 p.m.

Accessibility for all persons with disabilities will be provided upon request. Please telephone your accommodation request (623) 349-6911, 72 hours in advance if you need a sign language interpreter or alternate materials for a visual or hearing impairment. [TTD (623) 386-4421]

Members of the Board will either attend in person or by telephone conference call or video presentation. Items listed may be considered by the Board in any order.

1. Call to Order/ Pledge of Allegiance/Roll Call.

Chairman Pringle called the meeting to order at 6:30 pm

Board Members Present: Chairman Pringle, Vice Chairman Silva, Board Member Phifer, Board Member Maloley, Board Member Lynch

Board Members Absent: Board Member Grosbach, Board Member Simmont, Council Member Strauss

Staff Present: Library Manager Jana White, Community Service Director Cheryl Sedig, Library Supervisor Christine Larson, Administrative Assistant Janna Brunson

2. Board to consider approval of the minutes of the March 24, 2014 Regular Board Meeting.

Motion made by Board Member Maloley and seconded by Board Member Phifer - Approved

3. Comments from the Public - Members of the audience may comment on any item of interest.

Board Action: Open Meeting Law does not permit discussion of items not specifically on the agenda.

- Member of the public Steve Rou commented he is in the book club, was on the Town Council in Connecticut and the liaison for their Library Advisory Board. Steve stated he and his wife have a great interest in seeing the new Library built and underway. Steve stated the Sneak Peek event was very well done and the people he has spoken with stated they are excited about what the Library Advisory Board is doing and the revitalization of the Friends of the Library. Steve stated he was impressed at what a great job the library did in setting up for the event, stated it was one of the best demonstrations of providing public a chance to see what was happening, what the idea is, what we want to accomplish and making it look great. Steve stated he and his wife were very impressed and pleased with how well the event turned out. Member of the public Mary Pringle stated she was at the meeting as a representative from the Friends of the Library. Mary stated she is sitting in at the meeting listening in to what is going to be discussed and will report back to the Friends of the Library. Mary reported that she was elected as the Friends of the Library Vice-President.

4. New Business:

Chairman Pringle stated there is no new business to discuss.

5. Staff Report - Staff may present a brief summary of activities, however, there can be no discussion, deliberation or action taken on any information presented.

Library Manager Jana White thanked each and every Library Advisory Board member for working the event and stated the library could not have done the event without the assistance of each Library Advisory Board member. Jana White stated she heard several customers at the event state they were impressed with how much knowledge of the new library those who wore the badges had. Those who wore badges were the Library Advisory Board, Friends of the Library and Library volunteers. Jana stated the event was very well received and according to how many goodie bags were handed out and how many customer surveys were filled out, an estimated 800 people attended the two hour event. Jana stated customers came to the event and stayed even though the weather was terrible and she stated it is a true testament to the communities need for a new library. Jana stated 285 customer surveys were filled out, 93 stated they do not have library cards, however, 64 of the 93 signed up for library cards at the event that day. Jana stated these numbers are a true testament that we are bringing in customers who do not yet have library cards. Jana stated we are getting great feedback from the event and 435 customers voted for the new library name. Jana stated the announcement of the new branch name will be revealed at the grand opening of the new library. Jana stated having that many customers in the door was very important; it allowed them to walk, see and feel the library space as well as visualize themselves there in the future. Jana stated everything that was done that day is to make sure the public realizes we value what they say. Jana stated she cannot thank Core Construction enough, we had the dream, articulated what we wanted and Core Construction made it happen. Jana stated we want to keep the excitement for the new library going and will do so through social media. Jana stated we have over 200 pictures and some of those will be posted on the library's Facebook page. Jana stated Vice-Chairman Silva did a great job handing out the bookmarks and telling everyone to like us on Facebook. Jana stated she has worked different municipalities and was very impressed with the City of Buckeye's councilmembers, all but one member came to the event and all stayed for the entire event all while truly engaging with the customers. Jana stated all Library Advisory members have a copy of the May programming brochure and the library was a busy place again today with over 400 customers through the door. Jana reported on the results from the Friends of the Library table that was at the Sneak Peek event. Jana stated 40 customers signed up to be a Friend and \$210.00 was collected for membership fees at the event. Jana stated the Friends felt the event was a great venue to get the word out about the Friends of the Library group.

6. Board Comments – *Board may present a brief summary of board items. The board may not take legal action on information presented. Board may direct inquiries to staff.*

Board Chair Pringle:

- Solicitation of Books-Board Chairman Pringle asked members if they have had any luck soliciting donations from publishers. Board member Maloley stated he has a call into a publisher and they have not yet contacted him back yet. Vice-Chairman Silva stated she is still working on asking for donations.
- What word processors and spread sheet programs do Advisory Board members use at home? Board member Phifer stated documents needs to be mailed to her. All other members stated the current format in which electronic documents are being sent are fine. Board Chairman Pringle stated if any Board member is having issues opening documents he can get free software to assist with the issue.
- Friends of the Buckeye Public Library-Chairman Pringle explained that the Friends of the Library are a 501c3 organization and funds can go directly to the Library upon request from the Library, funding projects in the past have been rooms built, supporting the summer reading program, purchasing statues among many other worthy projects. Chairman Pringle asked Mary Pringle to give the Advisory Board an update on the Friends group, Mary stated the following: Mary stated she is new to the Friends, they had a quick meeting to decide what they were going to do during the Sneak Peek and also decided to have monthly meetings every second Thursday of the month at 6:00 pm in the library programming room. Mary stated the Friends voted on officers, Sam and Deb Melfi was voted as President and Co-President, Treasurer is Kathryn Tracy. Mary stated the next Friends event will be the salad luncheon on May 14th at the recreation center at noon; the cost is \$5.00 and a salad to pass. Mary stated she was informed the event has been successful in the past and is hoping the upcoming event is just as successful and the Friends will continue to work on the book sales.
- Sneak Peek-Chairman Pringle stated he put out around 60 posters for the Sneak Peek event and most of the business was very supportive of the event.
- Chairman Pringle stated the next meeting date falls on Memorial Day and the meeting may possibly be canceled. Chairman Pringle stated he would let all members know if the meeting is cancelled by the middle of May.

Board Vice-Chair Silva:

- Sneak Peek-Vice-Chair Silva stated the event was great, all staff and volunteers were very informed and she was glad customers voted on the library name.
- Board member social-Vice-Chairman Silva stated the Board member social is still in the works and will be contact Chairman Pringle with more information soon.

Board member Grosbach:
Absent

Board member Lynch:

- Sneak Peek-Board member Lynch stated he was very impressed with the event and how well staff adapted to the foul weather. Board member Lynch stated he is continuing to receive positive comments on the event. Board member Lynch also stated his main goal on the Advisory Board was to give input on the library collections. Board member Lynch gave a copy of a suggested book list to Library Manager Jana White which will be scanned and emailed to Chairman Pringle to be distributed to each member. Board member Lynch also stated he will be performing his banjo during the summer reading program, date to be determined.

Board member Maloley:

- Sneak Peek-Board member Maloley stated event was great. Board member Maloley also stated library employee Kristie McCarthy would be visiting the Festival Elementary school on Friday, May 2nd to inform teachers of the many resources the library has to offer.

Board member Phifer:

- Sneak Peek-Board member Phifer was impressed at how many children wanted to fill out the survey cards and library naming.

Board member Simmont:
Absent

7. Next Meeting Suggested Agenda Items - *The committee chair and committee members may present a brief summary of items they would like the Library Board to bring forward at future meetings.*

Advisory Board members would like to consider continuing meetings throughout the summer months.

8. Adjournment

Motion to adjourn made by Board member Maloley, seconded by Board member Lynch. Meeting adjourned at 7:30 pm

John Pringle, Chairman

ATTEST:

Jana White-Library Manager

I hereby certify that the foregoing minutes are a true and correct copy of the Library Advisory Board meeting held on April 28, 2014. I further certify that the meeting was duly called and that a quorum was present.