

CITY OF BUCKEYE
LIBRARY ADVISORY BOARD MEETING

September 22, 2014

Minutes-Unofficial

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 6:29 pm

Board members present: Chairman Pringle, Vice Chairman Silva, Board Member Hodgdon, Board Member Lynch, Board Member Maloley, Board Member Simmont, Alternate Board Member Davis and Alternate Board Member Kwasiborski

Staff Present: Library Manager Jana White, Library Supervisor Chris Larson and Administrative Assistant Janna Brunson

Member of the Public Present: Community Service Board Member Steve Rugh

2. Board to consider approval of the minutes of the August 25, 2014 Regular Board Meeting

A motion was made by Board Member Lynch and seconded by Vice Chairman Silva. Motion carried unanimously.

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

No comments from the public.

4. New Business:

4a – Library Policy Manual progress

Chairman Pringle stated Administrative Assistant Janna Brunson reviewed the current library policy and made changes using track changes in Microsoft Word. Janna Brunson informed board members changes and updates were made to the following areas of the policy:

- Areas that state Town have been changed to City
- All Arizona State Statutes and ALA statements have been verified as correct
- ALA Freedom to Read newest revision inserted
- Management and supervisor titles have been updated
- Mission statements updated
- Page numbers updated
- Overdue procedure updated
- E-book policy inserted
- Fee for ILL non-pick-ups suggested
- Insertion of the new City Logo

Board Member Hodgdon suggested avoiding detailed rewrites due to the original policy being a well written document. Chairman Pringle agreed and stated reviews should result in questions not new wording. Chairman Pringle then assigned board members different sections of the policy to review and insert comments/questions using track changes.

4b-Determine the nature of acknowledgement for former Library Advisory Board Members

Chairman Pringle asked the Board if anyone had ideas on how we can honor former Library Advisory Board Members. Board Member Simmont suggested a framed letter from the State of Arizona thanking them for their years of service. Library Manager Jana White stated she spoke with Carol Conley from the Mayor's office in regards to presenting former members with a letter of appreciation. Jana White was informed by Carol Conley letters of appreciation are presented to former members and the Mayor's office would make sure former Library Advisory Board Members are recognized. Library Manager Jana White stated letters are given to former board members during council meetings and current members will be notified at which council meeting the awards will be presented.

5. Staff Report –

Library Manager Jana White reported on the following:

- The Buckeye Public Library was awarded two sets of learning blocks and a storage cabinet from the Arizona State Library that will be placed in our children's area to encourage learning by play. The blocks help develop math, science, and language skills in all ages. These skills are developed through communication and planning skills that are used while playing with the blocks. The value of the donated blocks and storage cabinet totaled **\$740.00**, we are very grateful to the Arizona State Library for selecting our library as a recipient.
- At the September 11th Friends of the Buckeye Public Library meeting, the Friends have approved to spend up to \$60,000 towards furnishings and shelving for the Downtown Library! Staff is currently working with Demco Interior Design team to address space allocations and material selections. The Downtown Buckeye Public Library will host a community event to celebrate the new look and services that will be offered at the Downtown Buckeye Public Library on Saturday, January 31st beginning 9 AM. Please mark your calendar now so you do not miss this great event.
- New Library construction is now at 50% complete. Tile in bathrooms finished and painting is taking place. Grand Opening set for February 28th
- ASU Innovation Team (2) and Economic Development Department (3) toured the progress of the new library facility this morning and both are very impressed with the layout and design concepts that have been built into the project.
- Opening Day Collection process is underway with Baker & Taylor.
- Dates to Remember:
 - Museum - Main Street Mixer & VIP Re-Grand Opening Event – Friday, September 26 @ 6 PM – 8PM
 - Museum – Public Re-Grand Opening – Saturday, September 27 @ 11 AM – 4 PM
 - Museum – Set in Stone But Not In Meaning – Indian Art Rock Lecture – Arizona Humanities Council – Thursday, October 2nd @ 6 PM
 - Museum – 1st and 3rd Fridays, 11 AM to 3 PM, Genealogy Assistance
 - Museum – Discovery @ the Museum – Bats in Arizona, October 11 @ 1 PM
 - Museum – Calligraphy @ the Museum, October 18 @ 12 – 1:30 PM
 - Library – Fault in our Stars Movie – Rec Center, Friday, September 26 @ 6 PM
 - Library – Computer Classes continue on Mondays at 10 am
 - Library – Babytime and Toddler Storytime continue on Tuesdays and Wednesday @ 9:15 & 10:15
 - Library – Puppet Theater, Wednesday October 1 @ 2 PM
 - Library – ESL Conversation Class, Tuesdays @ 5:30 PM
 - Library – Bingo for Books, Wednesday, October 8 @ 4 PM
 - Library – Monthly Book Discussion – Fault in our Stars, Wednesday, October 15 @ 1 PM

- Library – Lowes @ Your Library, Herbs & Vegetables, Saturday, October 18 @ 11 – 1 PM
- Library – E-source training for the public, Tuesday, October 21 @ 2 PM
- Library-TeenSpot Halloween Party, Wednesday, October 29 @ 4 PM
- Board Member Lynch created a list of recommended titles for the Buckeye Public Library and our library currently has 99 titles from Board Member Lynch’s list. We will now look at the remaining list and decide if the titles will fit into our collection.

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: Chairman Pringle stated he is attending the VIP Museum mixer on Friday, September 26th from 6-8 pm and encouraged members to attend as it is a great opportunity for board members to meet and visit with business members, council, community members and the museum board. Chairman Pringle stated he will also attend the Museum Grand Re-Opening event that will be held on Saturday, September 27th from 11:00-4:00 and encouraged members to attend event as well.
- Board Vice-Chair Silva: Vice Chairman stated she is very excited for the Buckeye Valley Museum VIP grand re-opening.
- Board member Hodgdon:-None
- Board member Lynch:-None
- Board member Maloley:-None
- Board member Simmont:-None
- Alternate Board member Davis:-None
- Alternate Board member Kwasiborski:-None

7. Next Meeting Suggested Agenda Items

None

8. Adjournment

A motion was made to adjourn the meeting at 7:40 pm by Board Member Maloley and seconded by Vice Chairman Silva. Motion was passed unanimously.