

**CITY OF BUCKEYE**  
**LIBRARY ADVISORY BOARD MEETING**

**January 26, 2015**

**Minutes**

**Buckeye Public Library**  
**310 N. 6<sup>th</sup> 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]*

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*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.*

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

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

Board Members Present: Chairman John Pringle, Vice Chair Clara Silva, Board Members Carol Hodgdon, John Lynch, Charles Maloley, Henry Simmont, Linda Davis, Alternate Board Members Lynnette Kwasiborski and Kristen Beeter.

City Staff Present: Library Manager, Jana White; Library/Museum Supervisor, Christine Larson; Community Services Director, Cheryl Sedig.

Absent: Councilman Strauss

Public Present: Steve Rugh and Mary Pringle

**2. Board to consider approval of the minutes from the November 24, 2014 Regular Board Meeting and minutes from the January 15, 2015 Special Board Meeting**

A motion was made by Board Member Lynch and seconded by Board Member Davis to approve the minutes of the November 24, 2014 meeting with the correction of the spelling of Steve Rugh's name. Motion carried unanimously.

A motion was made by Board Member Lynch and seconded by Board Member Silva to approve the minutes of the special board meeting held January 15, 2015. Motion carried unanimously.

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

Steve Rugh complimented the Friends of the Library on the Buckeye Days Dinner.

**4. Old Business:**

**4a – Library Policy Manual Update**

There are two sections of the policy manual that are still under review. The board is not ready to move forward with the policy manual at this time.

**5. New Business:**

### **5a – Election of new Library Advisory Board officers**

Board Member Maloley nominated John Pringle to continue as Board Chairman. Board Member Lynch 2<sup>nd</sup> the motion. Motion passed to re-appoint John Pringle as Library Advisory Board Chairman for the 2015 year.

Board Member Maloley nominated Clara Silva to continue to serve as Vice-Chair. Board Member Lynch 2<sup>nd</sup> the motion. Motion passed to re-appoint Board Member Silva as Library Advisory Board Vice-Chair for the 2015 year.

### **5b – Review revised Library Advisory Board By-Laws**

The Library Advisory Board By-Laws will be added to the next meeting agenda for Board approval.

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

Presentation by Library Manager, Jana White:

- The next meeting will be able to be held at the new library, February 23, 2015 at 6:30pm. All future meetings will be held there.
- The new staff has been hired and is currently going through training.
- Report on Friends Dinner and comments received.
- Friends organization is very active and moving forward. The board is encouraged to join the Friends and like them on Facebook.
- Volunteers: The call out for volunteers has been amazing. There are people coming that live in Goodyear that are coming to our library to volunteer. We cannot do what we do without our volunteers.
- Current library upgrades: Painting, new furniture, power & data, new computers. Volunteers are helping to put furniture together. Services will be the same at both libraries.
- Envisionware: Print management and computer reservation system that will allow for self service.
- February 14<sup>th</sup>, 9:00-11:00 will be the Love Your Downtown Library Celebration to debut all the changes at the Downtown location.
- February 28<sup>th</sup>, 11:00-3:00 will be the dedication and open house for the new library.
- At the new library all the damaged items are being fixed and equipment is starting to be delivered. Books will arrive February 3<sup>rd</sup> along with a crew to assist with shelving the items. The Awe computers have arrived.
- 3,000 new titles have been added to the Downtown library.
- Volunteer training will take place at the new library.
- March is Friends of the Buckeye Public Library Community Bingo month.
- Sign up at Fry's to benefit the Friends of the Buckeye Public Library.

## **7. 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: Encourage members to join and support the Friends of the Library. Promote the library, try to attend the special events, and possibly attend the volunteer training. Assistance will especially be needed for the dedication of the new library.  
*Downtown Library on Saturday, February 14<sup>th</sup>*  
*Dedication of New Library on Saturday, February 28<sup>th</sup>*
- Board Vice-Chair Silva:
- Board Member Hodgdon:
- Board Member Lynch:
- Board Member Maloley: Volunteered to participate in interview with the City's Marketing Manager, Jennifer Rogers. If the interview cannot be done in the evening, chairman Pringle will take his place.
- Board Member Simmont:
- Board Member Davis:

- Alternate Board Member Kwasiborski:
- Alternate Board Member Beeter

**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.*

**8. Adjournment**

Motion to adjourn was made by Board Member Lynch and 2<sup>nd</sup> made by Vice-Chair Silva.  
Motion approved.

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John Pringle - Chairman

ATTEST:

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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 January 26, 2015. I further certify that the meeting was duly called and that a quorum was present.