

CITY OF BUCKEYE
LIBRARY ADVISORY BOARD MEETING

November 24, 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 6:28 pm

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

Staff present: Community Services Director Cheryl Sedig, Library/Museum Manager Jana White, Library/Museum Supervisor Chris Larson, Administrative Assistant Janna Brunson

Public Present: Community Services Advisory Board Member Steve Rugh, Friends of the Library Vice-President Mary Pringle

2. Board to consider approval of the minutes of the October 27, 2014 Regular Board Meeting

Member of the public Steve Rue stated the Community Service Board should read "Community Service Advisory Board" under *Members of the Public Present*. A motion was made by Board Member Maloley and seconded by Board Member Lynch to make the change. Motion carried unanimously.

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

Community Service Advisory Board member Steve Rugh commented that the Demolition Derby was a fantastic event.

4. Old Business:

4a – Library Policy Manual Update

Board members reviewed updated policy that included most all suggested updates, no comments or suggestions were made in regards to document.

4b – Library Policy Electronic Resources Update

Chairman Pringle stated this section was still under review and would have the completed document at the next meeting.

5. New Business:

5a – Library Policy Manual Update on Meeting Room Policy

Chairman Pringle stated this section was also still under review and would have the completed document at the next meeting, library staff will also review document prior to next meeting.

5b – Discuss Revised By-Laws

Chairman Pringle stated this document was still under review and would have the completed document at the next meeting.

6. Staff Report –

Library Manager Jana White reported on the following:

- New library construction is at 70%.
- Grand opening of new library is scheduled for Saturday, February 28th from 11:00-3:00. Save the date cards for the grand opening will be printed and distributed soon.
- ASU Alexandria Project-Innovation center at new library-Involved in the project are the Buckeye Public Library, ASU and the City of Buckeye Economic Development. The Memorandum of Understanding for the project is still under review and should be ready for council by the second week of January 2015.
- Friends of the Library approved funding new furniture for the Downtown branch, a check for \$59,428.07 was mailed today to a library supply company by the name of Demco.
- Unveiling of the renovated Downtown branch is scheduled for Saturday, January 31st at 9:00 am.
- The Buckeye Valley Historical Society is seeking names for possible board members.
- Promotions within the Buckeye Public Library are as follows:
 - Donner Robinson-Library Specialist-October 13th 2014
 - Cynthia Garcia-Library Assistant II-October 27th 2014
 - Kristie McCarthy- Library Assistant II-October 27th 2014
 - Krista Cornish- Library Assistant II-October 27th 2014
- New hires are as follows:
 - Tamara Reed-Librarian (replacement for Denise Baker)-December 1st 2014
 - Jesse Simms-Library Technology Specialist-December 1st 2014
 - Librarian-selected-in process-start date of January 5th 2015
 - Library Assistant I-selected-in process-start date of January 5th 2015
 - Library Assistant I-selected-in process-start date of January 5th 2015
 - Library Assistant I-selected-in process-start date of February 2nd 2015
 - Library Assistant I-selected-in process-start date of February 2nd 2015

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:
Board Activities for Re-opening of Downtown Library
Board Activities for Grand Opening of Sundance Crossing Library
Future Directions for the Board
Attendance at the Buckeye Valley Chamber of Commerce Academy in January
Attendance at December Board Meeting 12/22/14
Name tags for new Board members
- Board Vice-Chair Silva:
Vice-Chair Silva encouraged all board members to attend the unveiling of the Downtown branch and grand opening of the new library.
- Board Member Hodgdon:
Board Member Hodgdon thanked Library Manager Jana White for doing a great job in the library.
- Board Member Lynch:
None
- Board Member Maloley:
None
- Board Member Simmont:
None
- Board Member Davis:
Friends of the Library Update

- Basket raffle at the Hometown Holiday Boutique brought in \$150.00.
- Greatly appreciated the water donation from Aaron's.
- Friday, February 27th Friends of the Library will host a sneak peek event for the book sale that will be held in the new library programming room. Friends members can enter or tickets can be purchased for the event.
- Friends of the Library are hosting a BBQ dinner during Buckeye Day's on Friday, January 23rd, please support the Friends and purchase a ticket for the dinner. Funds from the event will help support the purchase of new computers for the Downtown branch library.

- Alternate Board Member KwasiBorski:
None
- Alternate Board Member Beeter
Alternate Board Member Beeter requested a copy of the Library Advisory Board By-Laws.

7. Next Meeting Suggested Agenda Items

None

8. Adjournment

A motion was made to adjourn the meeting at 7:54 pm by Board Member Lynch, and seconded by Board Member Maloley.

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 November 24th, 2014. I further certify that the meeting was duly called and that a quorum was present.