

CITY OF BUCKEYE
LIBRARY ADVISORY BOARD MEETING

March 23, 2015

Minutes

Buckeye Public Library Branch
21699 W. Yuma Rd. Suite 116
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 6:32pm

Board Members Present: Chairman John Pringle, Board Members Carol Hodgdon, John Lynch, Charles Maloley, Henry Simmont, Linda Davis, and Alternate Board Member Kristen Beeter.

Board Members Absent: Alternate Board Member Lynnette Kwasiborski and Vice Chair Clara Silva

Absent: Councilman Strauss

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

Public Present: Steve Rugh

2. Board to consider approval of the minutes from the February 23, 2015 Regular Board Meeting

A motion was made by Board Member Lynch and seconded by Board Member Hodgdon to approve the proposed minutes.

Motion carried unanimously.

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

There were no comments.

4. Old Business:

4a – Buckeye Library Advisory Board By-Laws Update

We have been asked to hold off on any significant changes to the By-Laws. The City Clerk's office is working on updating the city wide Boards and Commissions Policy and Procedures Manual and it is referenced in the By-Laws. It has been sent to the Attorney's office and Clerk's office for review and advisement. It should be able to be added to the next meeting agenda.

4b – Library Policy Manual Update

Because the Clerk's office is updating their policy and it is referenced in the Library Policy Manual there is currently no clear time frame for moving the policies forward. Staff and the Board will continue to work on the sections that are left to be completed. When it is complete the document will be sent to Cheryl Sedig, Community Services Director, for her review and then on to the attorney's office. We currently have policies in place that are being utilized.

5. New Business:

5a – Advocacy Opportunities

- Chairman Pringle shared his desire for the Library Board to actively participate in the State Library and AzLA sponsored events as advocates for our library. John asked Library Manager Jana White to let the board know of opportunities at the State Library.
- Desire to have a member of the Board attend City Council Meetings. John will be unable to attend the next meeting. Kristen Beeter has volunteered to attend.
- The Community Services Department is always looking for input from the public.
- June 18th and 19th Chairman Pringle will be attending EON Conference to learn about marketing the program.
- Buckeye Valley Chamber of Commerce Leadership Academy – Chairman Pringle and Board Member Hodgdon are both attending the current session. It is a great way to learn the ins and outs of the city.
- Chamber of Commerce Business Connection Meeting, 7:00am on Tuesday mornings
- Chairman Pringle made business cards for the Board Members
- Connecting with the community – outreach: Bus trip, field trips, video to be shared with schools to promote library and summer reading, quick video to present before Movie in the Park starts.
- Partner with businesses to promote library. Find the businesses that mesh with our mission and think about what we can do with them.
- Jana White and Board Member Silva are part of Verrado Leadership and promote the library there.
- Put info packs together to give out to new moms.
- Desire to get the Board Members taking opportunities to get to know the people and talking about the library.

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.*

Presented by Library Manager, Jana White

- Engraved gold scissors, made possible by CORE Construction were given to the board members in gratitude for the time and support given to the library. “You are one of the best boards I’ve ever worked with. Thank You.”
- April 18th – 11:30 Annual Friends Membership Salad Luncheon @ the Coyote Branch. The board is encouraged to come.
- Information shared with board regarding House Bill 2320: Firearms; Permit Holders; Public Places
- The library has applied for two LSTA grants for a mobile laptop lab and a strategic plan.
- The library has received the amendment for the Reciprocal Borrowing agreement with Maricopa County. The County compensates the library for providing services to county users. This compensation comes in the form of library materials. The agreement will be going to Council soon. Staff will inform the board when the date is known.
- March is Community BINGO month for the Friends of the Library. Support the Friends.
- Saturday, March 11th – 11:00-2:00 is the Museum’s Annual Ice Cream Social. Come and enjoy the events at the museum.
- Janna Brunson is back at the library as a Library Assistant I.
- Stats since the library opened. Circulation has increased by 280%, the number of people coming into the library have not decreased for the Downtown Library. The number of people coming to the Coyote Branch has been incredible. Lots of young families and teens coming and reading. Teens are coming to volunteer. 402 new library cards were issued at the dedication. Right at 2,000 people attended the event. As of today we have issued 900 new library cards. We set a record with 618 people attending the Coyote Branch on March 10th.
- The Friends of the Library sold \$3,035 worth of books at the opening of the library.

- Cheryl Sedig shared that in the Melodrama it was mentioned that her character was the town librarian. After the Melodrama when she came into the audience a little girl shared with her that her favorite book was “There Was A Coyote...” and that it was in the air at the new library. She was so excited to come and share that with her.

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 Vice-Chair Silva:
- Board Member Hodgdon:
- Board Member Lynch:
At the next Advisory Board Meeting would like to discuss the budget.
- Board Member Maloley:
- Board Member Simmont:
- Board Member Davis:
- Alternate Board Member Kwasiborski:
- Alternate Board Member Beeter

8. 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.*

The next meeting will be held April 27, 2015

9. Adjournment

Motion to adjourn was made by Board Member Maloley and second made by Board Member Lynch
Motion approved.

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 March 23, 2015. I further certify that the meeting was duly called and that a quorum was present.