

LIBRARY ADVISORY BOARD  
REGULAR MEETING MINUTES  
JUNE 1, 2010

Session 10-04 a Regular Meeting of the Library Advisory Board was called to order on June 1, 2010 at 6:10 pm by Chair Eileen Faulkner at the Homer City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: BOARDMEMBERS FAULKNER, WAGNER, LARSON, SEAMAN

ROLL CALL ABSENT: HEATHER SCHADE (EXCUSED)

STAFF: LIBRARY DIRECTOR HILL  
DEPUTY CITY CLERK KRAUSE

AGENDA APPROVAL **APPROVAL OF THE AGENDA**

The agenda was approved by consensus of the Board.

**PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA**

PUBLIC COMMENTS None.

**RECONSIDERATION**

RECONSIDERATION There were no items for reconsideration.

**APPROVAL OF THE MINUTES**

APPROVAL OF MINUTES A. Regular Meeting Minutes from April 6, 2010.

WAGNER/SEAMAN – MOVED TO APPROVE THE MINUTES.

There was no discussion.

The minutes were approved by consensus of the Board.

**VISITORS**

VISITORS There were no visitors scheduled.

**STAFF & COUNCIL/COMMITTEE REPORTS/ AND BOROUGH REPORTS**

REPORTS A. Student Representative Report

Student Report Ms. Schade could not be present at the meeting but provided a laydown report which included information on recommended reading. The following was listed as great reads for teens:

- Daughters of the Moon series by Author Lynne Ewing
- |                         |                       |
|-------------------------|-----------------------|
| 1. Goddess of the Night | 8. Possession         |
| 2. Into the Cold Fire   | 9. The Choice         |
| 3. Night Shade          | 10. The Talisman      |
| 4. The Secret Scroll    | 11. The Prophecy      |
| 5. The Sacrifice        | 12. The Becoming      |
| 6. The Lost One         | 13. The Final Eclipse |
| 7. Moon Demon           |                       |

Another series was recommended by a friend that is written by James Patterson. This series is a good read for boys and girls.

1. The Angel Experiment
2. School's Out – Forever
3. Saving the World and Other Extreme Sports
4. The Final Warning
5. Max
6. Fang

REPORTS  
(cont.)

Student  
Report  
Cont.

She did not have any activity suggestions this month and will be riding in the rodeos held June 12-13<sup>th</sup>, Soldotna; June 20<sup>th</sup>, July 4<sup>th</sup>, and August 20-22<sup>nd</sup> in Ninilchik this summer.

Deputy City Clerk Krause recommended the James Patterson series stating she has all the books and they are awesome.

Chair Faulkner requested that a certificate of appreciation be prepared to present to Ms. Schade even though she only served for one year as a Student Representative. She noted that Ms. Schade offered much needed input. She is actively seeking her replacement too.

It was noted by staff that recognition of her service would possibly encourage other students to apply and it looks good on college applications and resumes.

#### B. Friends Report

Friends  
Report

Chair Faulkner reported that discussions included the energy issues with the Library and changes to the fund raiser event for next year. It was noted that although the fund raiser event brings in donations it is very labor intensive and also comes with overhead. The book sale has no overhead and this year made more money than the fundraiser event. This is what is leading the possible change.

The fundraiser event this year raised \$2000.00 after expenses and the Book Sale made \$2500.00. It was noted that book donations are over the top. One week the Library received twenty-five boxes of books that were all hardcover too. They were not harlequin romances either.

Boardmember Wagner commented that there were several events going on the same evening which may have drawn people away. A comment made to her was that it would be nice if just the "Lovely Evening" event was done.

The date scheduled for the Retreat is August 1, 2010. This is a Sunday, in the afternoon, but a location has not been determined at this time. Library Director Hill stated she would try to have that information for the July meeting.

#### C. Next Friends Meeting

Next  
Friends  
Meeting

Due to personal schedules there were no Boardmembers available to attend the June 9, 2010 friends meeting. Library Director Helen will represent the Board and make any necessary reports. It was duly noted that since the boards number is limited until new members of enlisted there will be months where no one is able to attend.

Chair Faulkner reminded the boardmembers that she will not be able to attend the August friends meeting since she will be out of town at that time.

REPORTS  
(cont.)

D. Director's Report for May and June 2010

Directors  
Report

Library Director Hill asked for any questions or comments on anything in her reports. She did note that she informed the City Manager regarding the installation of a demonstration rain garden and he left it up to the Board and the Library.

Boardmember Wagner outlined the idea of installing a rain garden, a garden that collects rain and is set up to collect water that will soak in, instead of running off. The Alaska Department of Fish and Game have or will have funding to do rain gardens and they would like to do a demonstration rain garden on the Library grounds. This would be considered educational outreach as the public would be able to see it and use it. The work will be done in partnership with the Soil Conservation Group. The grant is a matching grant however. The location most likely selected is the top of the jut out that was previously landscaped but people kept walking through it that was filled with rock, this would be topside and bottom side that is sort of landscaped where the rock is placed to direct water into the swale. The conversation must be held with the City regarding the matching portion of the grant requirements. This may also incorporate the work on weed eradication that has been and is currently being done. This whole idea is still in the concept stages. There may be minimal services, equipment as far as the City requirements.

Boardmember Larson commented that during a conversation with Ms. Brenda Adams it was noted that there would be substantial monies granted and installation of native species was a big part of the grant too. She noted also that a rain garden required native plants and these will not be available to purchase from local nurseries because they do not grow them. Library Director Hill offered that it was to be an opportunity for local students too. These rain gardens are to be installed in all the cities on the peninsula and as such will most likely require extensive coordination.

Boardmember Seaman remarked that it sounded like a great idea and they should do it.

Chair Faulkner stated it was something to keep tabs on and bring back to future meeting with a status report or update on the rain gardens.

There was no further discussion.

E. Monthly Statistics for April and May 2010

Monthly  
Statistics

Library Director Hill distributed the statistics. She observed that most of the information was received but since the first of each month is the day she usually gets the information there are a few blanks. She did comment on having few meetings but larger groups. Numbers overall were similar to the same time period for 2009. She then commented on some of the differences.

There was no further discussion.

F. Landscape Committee Report

Landscape  
Committee  
Report

Boardmember Larson spoke with Brenda Adams on Tuesday, June 1, 2010. She then reported that on May 1<sup>st</sup> during the first WOW, she noted 13 volunteers, plus Ms. Adams crew. She heard a number of questions and comments from the public regarding the appearance of the landscaping.

On May 17, 2010 the volunteers and crew worked on the planter, did work on the Pate Garden, redid the big garden to the left of the entrance, and the garden on the south side. Most of the work was dandelion removal and clover removal. The transplanted some plants, and put poppies in the Pate Garden. Ms. Angie Otteson after consulting with Ms. Adams will be starting some plants by seed fir use in the gardens. Ms. Adams reported that the dock has been eradicated from the south side and most of the gardens that have been worked on. The clover and dock will be worked on from the remaining gardens. It is really shaping up. The WOW should be continued next year.

Chair Faulkner repeated a comment she received on the appearance of the landscaping now. She noted that it has taken awhile but it is coming along.

Boardmember Wagner stated that there were two small plants that had been transplanted from the last library grounds and those will most likely be relocated.

Boardmember Larson reported that at this time no additional meetings are planned. She will be meeting with Ms. Adams to get an idea on the direction the committee should take next. She will also remind the Rotarians the commitment made on the garden spot and encourage them to start work on it.

Landscape  
Committee  
Report

Additional comments of note made were:

- Recommend planting rhubarb in the area next to the fire hydrant to shade out the dandelion
- mowing along the street front increases the aesthetic appearance
- possible creation of rose gardens, relocate existing plants to a more appropriate area
- recognition of the Friends, landscape committee and volunteers efforts to bring the weeds under control
- no complaints received from the public this year regarding the landscaping
- having the services of Ms. Adams and her crew has been extremely beneficial

There was no further discussion.

## **PUBLIC HEARING**

PUBLIC  
HEARING

None.

## **PENDING BUSINESS**

PENDING  
BUSINESS

### A. Library Capital Projects

Chair Faulkner stated that a memo has been sent to City Manager Wrede for City Council. At the time it was proposed to submit requests to City Council the City Manager has determined that it would be more beneficial to include the estimates from Public Works Director Meyer and he is still waiting on those numbers. She will keep them posted on the status.

Library  
Capital  
Projects

There was no further discussion.

### B. Library – Comments, Responses, Issues, and Challenges

There was a brief discussion on the challenge is learning to wait. One comment had been received regarding the noise around the computer area.

Library  
Comments  
Responses  
Issues  
Challenges

The donors of the current Machetanz have inquired if the Library would like another painting; this one from artist Sidney Lawrence of Mt. McKinley for long term loan. Library Director Hill has already checked with City Manager Wrede who is agreeable and gave the go ahead using the same format and process as the first donation. So with the Boardmembers agreement she will get the process started. There was consensus by the Board to accept the long term donation of the Mt. McKinley painting by Sidney Lawrence.

The outstanding question was where to display that painting.

There was no discussion.

### C. New Boardmembers

New Board  
members

Chair Faulkner stated we are still looking for new members. She commented that she would like the Boardmembers to consider changing the meeting dates to every other month. She was concerned that they were having troubles obtaining the required quorum and the difficulty in recruiting new members. She opined that maybe this change would encourage new members to join. Boardmember Wagner suggested they entertain that suggestion when the next member is appointed since currently meetings are not happening due to the lack of a quorum and if they change the meeting schedule prior to getting a new member then they may not meet for a few months in a row and she did not feel that would be

productive. After careful consideration the Boardmembers decided to postpone recommendation of a meeting schedule change until after the next new appointment to the Board. It was agreed that this could possibly be used as an incentive to recruit a new member.

There was no further discussion.

Review &  
Update of  
Library  
Policies  
&  
Procedures

D. Review and Update Library Policies and Procedures

Library Director Hill reported that she has finished the first draft and has presented it to staff for their review. Her staff has had numerous questions and she believes that she will be able to have a final draft prepared and in front of the Board in the next couple of months. She is very pleased with the progress of the updates to the policy. Library Director Hill noted that this document may be ready for the release of the new city website. This is being worked on right now by a design team that includes representative's from each department and is scheduled for release in August.

Once the policy updates are complete the Board will be able to review and make recommended changes if any and then it will go before City Council for final approval. Boardmembers questioned if presenting the entire policy to council for review would be too intense. Library Director Hill responded that previously the document was submitted, reviewed and approved in whole at one meeting. She will double check however to see if the deletions must be approved first.

There was no further discussion.

**NEW BUSINESS**

NEW  
BUSINESS

There was no new business on the agenda.

**INFORMATIONAL MATERIALS**

INFORMATI  
ONAL  
MATERIALS

- A. Memorandum to City Manager Wrede dated April 14, 2010 Re: Prioritization of Capital Project Listing and Outstanding Maintenance Related Issues
- B. Letter and Recognition of Service sent to Michael Hawfield

There was no discussion on the informational materials.

PUBLIC  
COMMENTS

**COMMENTS FROM THE PUBLIC**

There was no public present.

STAFF  
COMMENTS

**COMMENTS OF THE CITY STAFF**

Library Director Hill had no comments.

Deputy City Clerk Krause stated she would not be at the July meeting.

COUNCIL  
MEMBER  
COMMENTS

**COMMENTS OF THE COUNCILMEMBER** *(If one is assigned)*

None.

**COMMENTS OF THE CHAIR**

CHAIR  
COMMENTS

Chair Faulkner told the Deputy City Clerk Krause to take care of herself. That it was now on record. She commented that the Board has tackled and completed many things the past few years; a new library, landscaping, energy issues so she asked what next. They did not have anymore pending projects besides the energy issues, so she would like the Boardmembers to consider what next for them. One of the reasons she wanted them to consider changing the meeting schedule to every other month. So, food for thought – Where do we want to go or do next? Come back to the next meeting or so with some suggestions or recommendations.

**COMMENTS FROM THE BOARD**

BOARD  
COMMENTS

Boardmember Larson wanted to extend a big thank you to the Friends for getting the information out on the WOW (Weeding Day) this year and hopes that they can have this as a regular yearly event. She also wanted to extend a thank you for the Friends funding the services of Brenda Adams and her crew in order to obtain a handle on the landscaping at the Library. She would like to see some goals set to make the Library more dynamic and vibrant. This may mean considering new programs or she strongly recommended contacting Apple about a donation to obtain iPads for the Library.

Boardmember Wagner had no comments.

Boardmember Seaman had no comments.

ADJOURN

**ADJOURNMENT**

There being no further business to come before the Board Chair Faulkner adjourned the meeting at 7:15 p.m. The next Regular Meeting is scheduled for July 6, 2010 at 6:00 pm in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

\_\_\_\_\_  
Renee Krause, Deputy City Clerk I

Approved:\_\_\_\_\_