

LIBRARY ADVISORY BOARD  
REGULAR MEETING  
NOVEMBER 6, 2012

Session 12-09 a Regular Meeting of the Library Advisory Board was called to order on November 6, 2012 at 5:05 pm by Chair Eileen Faulkner at the Homer City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: BOARDMEMBERS GROESBECK, FLETCHER, FAULKNER, AND GORDON

ABSENT: BOARDMEMBER COGGER (EXCUSED)

STAFF: LIBRARY DIRECTOR ANN DIXON  
DEPUTY CITY CLERK RENEE KRAUSE

**APPROVAL OF THE AGENDA**

GROESBECK/GORDON – MOVED TO APPROVE THE AGENDA.

There was no discussion.

The agenda was approved by consensus of the Board.

**PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA**

There was no audience present.

**RECONSIDERATION**

There were no items for reconsideration.

**APPROVAL OF THE MINUTES** *(Minutes are approved during regular meetings only)*

A. Meeting Minutes for the Regular Meeting on October 2, 2012

Chair Faulkner requested approval of the minutes.

FLETCHER/GROESBECK - MOVED TO APPROVE THE MINUTES AS AMENDED.

Boardmember Fletcher commended Ms. Krause for capturing the budget & statistics report in such detail. She commented it was a very dense presentation. Board member Gordon requested amending the next to last line to provide clarification, "does not" was changed to "may". Boardmember Groesbeck requested clarification on Ms. Dixon's comment on a calculator application.

The minutes were approved as amended by consensus of the Board.

**VISITORS**

There were no visitors scheduled.

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

A. Friends Report

Ms. Dixon reported that she attended the meeting. They have a new student member who is a sophomore. They were working on their budget.

There was a brief discussion on having a councilmember on the Board or inviting them to attend on a quarterly or semi yearly basis and the value that their attendance could provide to the Board.

B. Next Friends Meeting – November 14, 2012 at 6:00 P.M. Library Conference Room

Chair Faulkner asked the Clerk to remind Ms. Cogger on attending the meeting.

C. Director's Report November and Monthly Statistics October 2012

Ms. Dixon distributed the statistics. There were a few comments on the books added; better job getting rid of old materials; the process to review, inspect and remove books and materials as performed by Chair Faulkner; it was noted that the materials in several categories were very outdated; check out period for audio books compared to e-books.

She noted in her report that they received the Rasmuson Foundation grant in the amount of \$18,852, this was an increase of a \$3,852. They can continue to filling holes and replace materials that are used up! They will also be starting a small music collection with the funds. Ms. Dixon reported on the Dir Lead and was informed that there was still funding available for equipment from OWL and she immediately applied for the equipment grant to replace the old laptops which was granted three days later and have applied for an IT person for 7 hours each week onsite. This has not been awarded yet but would be very beneficial for the overworked Nick.

Ms. Dixon also reported she attended a 2 day FEMA training; aired the Political debates which was attended very lightly since there was other venues to view the debates; video conference with Heather Lende and the Get Lit Series.

Lastly, a couple who hadn't been to the new library and live across the bay were excited as children at a birthday party when they found out they could download audio books from home with their library cards.

Ms. Dixon reported that the City Manager and IT Manager reviewed the contract for the migration to the new system; the City Manager did have a few concerns so it was submitted to the attorney and should be back by the end of the week. The PO has been issued.

Ms. Dixon noted that the Friends have received a grant to participate in "The Big Read" which is a program of the National Endowment for the Arts designed to restore reading to the center of American culture. 75 communities are currently participating and many are reading Tim O'Brien's "The Things They Carried." The Friends are planning all kinds of fun activities around the author and this will culminate in a visit to Homer by the author.

There was a brief report on the events for Halloween and the Children's Program is still growing. They will also be working with the Best Beginnings program and Claudia Haines would visit Razdolna or alternate with Haven House on a weekly basis. The grant application is being applied by Best Beginnings. Ms. Haines has made a tremendous difference in the Children's programming and outreach.

Ms. Dixon fielded a few questions from the board members regarding the Rasmuson grant and collection issues.

E. Landscape Committee Report – Monica Cogger/Tamara Fletcher

Ms. Fletcher reported that the committee met on October 25, 2012 and decided that due to the upcoming holidays will not be meeting again until January. They assigned individuals to different tasks to members; contact has been attempted with FFA; future planting of fruit trees in the areas where invasive plants are plentiful; the items planted in the People's Garden are rhubarb, raspberries, troia, iris, and strawberries; Boardmember Groesbeck attended and there was conversation on changing the focus to include the outdoor facilities instead of just landscaping.

Chair Faulkner commented that Ms. Fletcher has provided a direction for the committee which is great. They have done a superb job.

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F. Budget & Statistics Report – Phil Gordon

Mr. Gordon provided an update on the statistics from last month.

Library Materials Budget from 1989-2009

1989	1999	2009
Homer \$37,751	\$20,581	\$39,500
Kenai \$ 35,570	\$47,793	\$64,000
Kodiak \$55,441	\$64,370	\$56,000
Seward \$ 19,343	\$26,237	\$40,000
Soldotna \$28,926	\$51,459	\$49,450

Mr. Gordon noted that over the time span Homer has failed to increase their materials budget to maintain or expand the collections. He noted that Kodiak has out spent Homer by \$360,000 over 20 years; Soldotna has increased their budget by 60% Kenai 56%, Seward 100% +, and Homer nearly 10%.

The neighboring library programs are not winning blue ribbons but they out-perform Homer in providing basic materials. The collections have broadened but the collections have not been updated in over 20 years in some categories.

It was noted that the decision was made to bring in newer stuff such as DVD's and such but the budget has not been increased to support those collections.

He noted that the obstacles are collection development budget; lack of staff; program expansion and development; technology support. A brief discussion ensued on whether this should be rated a higher priority and reasons for a higher priority. The Board then discussed the importance and desperate need for staff.

Mr. Gordon then listed the revised prioritization:

1. Collection Development Budget
2. Technology and Tech Support
3. Increased staff

Mr. Gordon stated that they now have a response when someone asks "what are your priorities?"

The Budget schedule was discussed briefly and the Council's next and only meeting will be on November 26, 2012. Mr. Gordon stated he will be unable to attend the next Council meeting. It was suggested to put his comments in writing to the Council regarding the budget.

Chair Faulkner commented that Mr. Gordon should meet with Ms. Cogger since she will be attending the December 10<sup>th</sup> meeting since Ms. Faulkner will be out of town. She recommended that Mr. Gordon summarize the message. It was agreed that a visual presentation with a handout would be very effective for Council. It was agreed that the December meeting would be appropriate and allow more time for practice. Continued discussion on the December meeting being more appropriate than the November meeting ensued.

Mr. Gordon will create a draft presentation that can be viewed by the Board for the December 4<sup>th</sup> meeting. He will submit this to the Clerk prior to the meeting date.

H. Children's Art/ Art Report – Eileen Faulkner

There was no discussion on this item.

**PUBLIC HEARING**

There were no items for public hearing.

**PENDING BUSINESS**

A. Library policies – Updated Policy Chart

Ms. Dixon provided an update on the status of the policies and that she hoped to have the facility use and videoconference policies done but she is in the process and making some progress.

Chair Faulkner inquired if the Board was amenable to postponing this item until the January meeting.

B. 2013 Budget Schedule and Discussion on the Needs of the Library

Chair Faulkner noted that this discussion was held under the Budget & Statistics report by Mr. Gordon.

There was no further discussion.

**NEW BUSINESS**

A. 2013 Meeting Schedule

Chair Faulkner introduced the item for discussion.

Ms. Krause explained the reason for the meeting to be on Wednesday, January 2, 2013.

Chair Faulkner suggested cancelling the January meeting.

GROESBECK/FLETCHER – MOVED TO CANCEL THE JANUARY 2013 MEETING.

There was a brief discussion regarding special meetings and Ms. Dixon having until February for the policies.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

**INFORMATIONAL MATERIALS**

There were no informational materials.

**COMMENTS OF THE AUDIENCE**

There was no audience present.

**COMMENTS OF THE CITY STAFF**

Ms. Dixon wanted to thank everyone for all the good work they do. It is so encouraging to see people who care about the Library.

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

There was no councilmember present.

**COMMENTS OF THE CHAIR**

Chair Faulkner commented that they need to have the Facilities Report back on the February agenda; icing issues in the parking lot; arctic entry; report on the effectiveness of the adjustments made to the system; and addressing the issue of speeding through the parking lot. She again reminded the Board that she will not be at the December meeting; wished everyone a Happy and Safe Thanksgiving. Chair Faulkner thanked Ms. Fletcher for the recruitment flyer.

**COMMENTS FROM THE BOARD**

Mr. Gordon, Mr. Groesbeck, Ms. Fletcher had no comments.

**ADJOURNMENT**

There being no further business to come before the Chair Faulkner adjourned the meeting at 6:45 p.m. The next Regular Meeting is scheduled for December 4, 2012 at 5:00 pm at City Hall Upstairs Conference Room 491 E. Pioneer Avenue, Homer, Alaska.

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Renee Krause, CMC, Deputy City Clerk I

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