

LIBRARY ADVISORY BOARD  
REGULAR MEETING  
MAY 5, 2015

Session 15-03 a Regular Meeting of the Library Advisory Board was called to order by Vice Chair Patricia Utley at 5:09 p.m. on May 5, 2015 in the Cowles Council Chambers at City Hall located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: BOARD MEMBERS UTLEY, ALDERFER, BRAUND, AND BROWN

ABSENT: BOARD MEMBERS SMITH, STROBEL (EXCUSED)

STAFF: LIBRARY DIRECTOR DIXON  
DEPUTY CITY CLERK KRAUSE

**AGENDA APPROVAL**

Vice Chair Utley requested a motion to approve the agenda.

ALDERFER/BRAUND – MOVED TO APPROVE THE AGENDA.

There was no discussion.

The agenda was approved as presented by a consensus of the Board members.

**PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA**

There were no comments from the public present.

**RECONSIDERATION**

There were no items for reconsideration.

**APPROVAL OF MINUTES**

A. Meeting Minutes for the Regular Meeting on March 3, 2015

Vice Chair Utley requested a motion to approve the minutes.

ALDERFER/BRAUND – MOVED TO APPROVE THE MINUTES AS PRESENTED.

There was no discussion.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

**VISITORS**

There were no visitors scheduled for the meeting.

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

A. Friends Report

Sue Mauger and Andy Haas provided a report on their vision for the Western Library Lot project. Their mission is to have the lot integrated into the Library's mission and programs and will serve as a vibrant and safe part of the Homer Community

Long term Objectives – 2015-2020:

- Increased safety for the trail users and library patrons
- Create space for library programs
- develop new partnerships with community entities
- provide a new community space within the city center
- connect neighbors interested in improving the Poopdeck Trail, making it an asset not a liability

Short term Objectives for 2015:

- Maintain better sight lines created by the recent thinning of underbrush and trimming of trees within the area
- Map out wetland areas
- Install downward lighting
- Encourage appropriate use of the lot to discourage inappropriate use
  - Create picnic areas
  - Free Library Stand
  - Develop a site plan based on community input, program needs and reasonable funding levels for the next 5 years
- Create a StoryWalk feature
- Create new footpaths
- Maintenance Plans

They would like to have a representative from the Library Advisory Board to work with them on the project.

Board member Alderfer volunteered to be the liaison and she can provide project status updates to the Board.

B. Next Friends Meeting

The next meeting is scheduled for Wednesday, May 13, 2015 at 6:00 p.m.

C. Directors Report and Monthly Statistics –

Library Director Dixon provided a summary of her report highlighting the following:

- 75 attendees at the Lifelong Learning Event
- Book and Plant Sale was successful
- Reading of Poetry by local author Linda Martin
- Hosted the Cyber Safety table at the Safe Kids Fair
- Several meetings were attended by library staff
- They have been receiving large numbers of books donated and have found homes for materials that the Library doesn't use at the Homer Jail, Haven House, Food pantry and the Senior Center.

- They also use them in the Little Free Library at Fritz Creek as needed.
- The Library will be closed July 3-4 this year due to the city recognizing the Friday before the holiday and Saturday they are closed in recognition of the holiday.
- In the packet is a legal opinion from the city attorney regarding distribution of religious information on library premises. Since it has been a well-established policy that all non-profit groups may submit notices for display on the bulletin board regarding local events however since no entity is allowed to physically distribute materials in the Library there is nothing to prohibit distribution outside the building.

A discussion ensued regarding the manner in which the materials are distributed and several members of the board expressed displeasure at being accosted by someone practically forcing their materials on them on recent visits to the Library.

Board member Brown requested Library Director Dixon to go back to the city attorney for clarification on the allowable activities on or on the library sidewalk or parking lot would that not be considered "private" property where a sidewalk alongside a road would be considered "public" property and more appropriate for people or groups to distribute materials. He elaborated by telling the members of a similar experience in Washington State.

Library Director Dixon also explained the 15 in 15 reading program, lapse in CPR Certification, currently advertising for a summer temporary Library Aide and advertising for Interns.

#### D. Facilities Report

Brenda Adams will be overseeing the Spring Spruce Up to clean up the garden beds on May 30<sup>th</sup>.

### **PUBLIC HEARING**

There were no items for public hearing.

### **PENDING BUSINESS**

A. If Money Were No Object What would You Like for Your Library? A Presentation by Board Member Utley

Vice Chair Utley presented a PowerPoint Presentation that she intended to be a "living document" so the Board could add or detract from it as needed and that it would provide a guideline on what the Advisory could do to accomplish many goals they had for the Library. She stated that she interviewed the employees to come up with the content of the presentation.

The presentation included the following:

- The Mission of the Library Advisory Board
- Circulation Ideas and Solutions
- Mission of the Library
- Staffing Wish List and Resources
- IT Challenges and Solutions
- IT Staffing Perspective
  - R & D
  - Hands on Tech Support

- Interesting Ideas
  - Tool Library
  - Seed Library
  - Social Worker
  - Impaired Volunteer Program
  - Backup generator
  - Volunteer "Volunteer" Coordinator
  - Red Cross Training

#### AmeriCorps

##### Direct Service

- City matched grant, could possibly match with funding from another grant
- Amount is about \$15,000
- Must be a job no one else already has, must target poverty

##### National Civilian Committee Corps

- Free
- Large Group, needs church basement or campground with access to shower and cooking facilities

##### State of Alaska

- Fully funded
- City of Homer library should become part of state program
- Requires Letter of Support from City Council and Library Advisory Board
- Need to secure housing and dedicated office space with phone line
- State to provide computer and office supplies
- Site Supervisory roles provided by Ann Dixon and Claudia Haines
- 3 year cycles
- Could be Vista workers at end programs should be permanently in place
- Grant Writers and Volunteer organizers

The Library Advisory Board should keep abreast of political developments that affect Alaska libraries local and statewide as well as nationally.

- Form interlibrary coalitions
- develop relationships with state and local politicians
- create a future focused advocacy plan for the Library

It was noted that the Friends do not do any political advocacy outside of the budget for more books, etc.

#### IT Advocate

- Research digital Literacy
  - Economically what libraries used to own they now lease
  - Publishing, self and corporate
  - Training and Educations for the Public Sector
- Form Interlibrary consortiums
- Investigate and write grants
- Create and Facilitate Grant based partnerships between readers, libraries and publishers who are Looking for the next "Twilight"

#### Grant Wish List

- Backup generator with battery storage, wind and solar generated options
  - Grants that target better service to the disabled population as patrons and possible employees
- IT Person at the Library  
Disabled Parking Fix (glaciation issues during winter)  
Building expansion

Currently two listing for internships have been placed with the University of Washington for a Collection Development Library Intern and a Youth Services Intern, contact information was also provided.

The Board briefly discussed that new items would be submitted the clerk who would provide the information for the board at the next following meeting and once agreed upon to be included Ms. Krause would update the information for the web which will be viewable by the public.

#### B. Updated Library Policy Status Chart – What Policy is Next?

There was a brief discussion on what policy the Library Director would be tackling next. It was determined that Display and Exhibit are the most urgent need of update.

### **NEW BUSINESS**

#### A. Welcome New Boardmember!

The Board welcomed newest member Patrick Brown to the Advisory Board.

#### B. Library Landscaping Plan

##### 1. Western Library Lot Planning

Chair Utley introduced the item and requested clarification from the Clerk on the Actions of the Board that were needed.

ALDERFER/BRAUND – MOVED TO SUBMIT A RECOMMENDATION TO CITY COUNCIL IN SUPPORT OF THE FRIENDS OF THE HOMER LIBRARY WESTERN LIBRARY LOT PROJECT.

There was no discussion.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

#### C. Next Meeting Deliverables and Discussion Topics

Election of Chair and Vice Chair

Protection of Valuable Artwork within the Library

Rare Books at the Library

Start the 2016 Budget discussion includes the page of the 2015 Budget and explanation on how the process works.

Recruitment of a couple of a new member targeting the July meeting.

**INFORMATIONAL ITEMS**

A. Strategic Plan

B. 2015 Board Member Attendance at Council Meeting

Ms. Alderfer volunteered to attend the May 11, 2015 Council meeting; she is unable to attend the May 26<sup>th</sup> meeting. She will work with Ms. Dixon on the talking points for the Council meeting.

A brief discussion on the reason to attend.

Susan Braund will attend a September meeting.

Ms. Dixon will not be attendance due to a death in the family.

Mr. Brown agreed to attend the May 26<sup>th</sup> Council meeting. Ms. Krause will send a reminder via email regarding the meeting. Staff provided a brief explanation on the process.

C. 2015 Regular Meeting Schedule

D. Reappointments – Terry Smith and Amy Alderfer

**COMMENTS OF THE AUDIENCE**

There were no comments from the audience.

**COMMENTS OF CITY STAFF**

There were no comments from staff.

**COMMENTS OF THE COUNCILMEMBER**

There was no Council member in attendance.

**COMMENTS OF THE CHAIR**

There were no comments from the Chair.

**COMMENTS OF THE BOARD**

There were no comments from the board members.

**ADJOURN**

There being no further business to come before the Board the meeting adjourned at 7:40 p.m. The next regular meeting is scheduled for Tuesday, June 2, 2015 at 5:00 p.m. at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, and Alaska.

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RENEE KRAUSE, CMC, DEPUTY CITY CLERK

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