

Session 14-10 a Regular Meeting of the Library Advisory Board was called to order by Chair Phil Gordon at 5:02 p.m. on October 7, 2014 at the City Hall Conference Room located upstairs at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: BOARD MEMBERS GORDON, UTLEY, STROBEL, AND PORTER

STAFF: LIBRARY DIRECTOR DIXON
DEPUTY CITY CLERK KRAUSE

AGENDA APPROVAL

Chair Gordon called for a motion to approve the agenda. He proposed to address items in the order of importance. Ms. Krause called for a point of order.

A brief discussion ensued regarding making a motion to amend the agenda to reorder the items as listed on the agenda in importance as agreed by the Board or to leave it as presented. It was noted that they did not have to discuss each item if the Board agreed when brought to the floor for discussion.

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

PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA

There were no public comments on the agenda.

RECONSIDERATION

There were no items for reconsideration.

APPROVAL OF MINUTES

A. Meeting Minutes for the Regular Meeting on May 6, 2014

Chair Gordon requested a motion to approve the minutes of May 6, 2014.

STROBEL/PORTER – MOVED TO APPROVE THE MINUTES AS PRESENTED.

There was no discussion.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

VISITORS

Sue Mauger, Friends of the Public Library presented the proposed plan for the western lot next to the library. She explained the reason for starting the project at this time and also expressed the support of the City Administration, Council and Police Department. It was noted that for the most part this project was started due to the pressing safety concerns and the intent of the city to hire someone to clear out

and limb-up the trees. The city was initially planning to remove even small spruce trees under six inches in circumference which would mean a loss of nature for that area.

The Kachemak Heritage Land Trust is also moving forward on a trail planning process to re-envision their property on the other side of the Poopdeck Trail.

There is a few items that are needed:

- an assessment for the wetlands to identify drainage issues
- how this will affect neighbors and other stakeholders
- maintenance, lighting and signage costs
- who will manage or reserve the space amenities created

Some ideas already proposed were constructing a covered amphitheater for Children's Theater, picnic tables, benches, additional parking, restrooms, and a Story Walk infrastructure to name a few.

There was a brief expression of approval of the project by the Board members.

STAFF AND COUNCIL REPORT/COMMITTEE REPORTS/BOROUGH REPORTS

A. Friends Report

Ms. Dixon provided a brief update on the recent Book Sale and the project.

B. Next Friends Meeting

The next meeting is scheduled for Wednesday, October 8, 2014. Ms. Utley stated she will try to attend the meeting in the future. No members of the board were able to commit on such short notice.

C. Directors Report and Monthly Statistics –

Library Director Dixon provided a summary of the summer. She provided statistics to the Board members and staff. She commented that things have not slowed down. Ms. Dixon expressed how nice it was to have the temporary summer staff. She stated that the stress levels of regular staff members went down noticeably; they were able to focus on many projects that they had been unable to get to also.

Ms. Dixon responded to questions regarding the summer temporary staff position will be funded for next year however it has to make it through the rigorous budget process.

D. Facilities Report

Former Boardmember Larry Slone provided an email final report on the status of the ice build-up issue in the disabled parking place during winter. It boiled down to no permanent solution without budgeting for a larger project.

The Board members and staff discussed many possible options that could be looked into including relocating the parking spot to staff parking, moving it down a few spaces away from the drainage areas and relocating to across the parking lot.

There was a question whether people would want to walk further and staff giving up a parking spot. Ms. Dixon will check with staff and also will talk with Public Works regarding suggestion of filling the existing area with asphalt or materials so it doesn't fill in with water runoff or snow melt.

PUBLIC HEARING

There were no items for public hearing.

PENDING BUSINESS

There were no items for Pending Business.

NEW BUSINESS

A. Approval of the 2015 Meeting Schedule

Chair Gordon read the title into the record.

There was a brief clarification regarding the approval of this schedule is for 2015, but it was also approved and effective this year when they agreed to reduce the meetings. So next month they will not be meeting. Boardmember Utley and Gordon suggested they schedule a special meeting. Ms. Krause informed the Board that they cannot call for a special meeting since the only reason they did not meet was that they were unable to obtain a quorum since all members knew of the requirement of once per month meetings when they signed up. Also, it would have to go before Council to schedule a special meeting.

The Board declined the suggestion of scheduling a special meeting.

STROBEL/PORTER – MOVED TO APPROVE THE 2015 MEETING SCHEDULE AS PRESENTED.

There was no further discussion.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

B. Proposed Project for the Western Portion of the Library Property

The Board previously expressed support for this project and looked forward to hearing more information as it proceeds.

There were no further comments or actions taken by the Board.

C. Creating a Service Area for Recreation and Library Funding

Ms. Dixon explained that she has been approached by a member of the ReCreate Rec group including the Library in with the possible creation of a Service Area for Recreation funding.

Ms. Krause provided information on the process to establishing a service area with the borough. She also drew the Board's attention to page 21 of the packet, Kenai Peninsula Borough Code 16.04.050 regarding Establishment by ordinance – Contents. Between that section and others she recommended checking with the City Attorney to see if joining the formation of a service area would benefit the Library or not.

There were questions posed by Boardmembers that they may lose their position or control over the library, it seemed that the process now and funding while could always be better was "not broke why fix

it"; and it may be interesting to just wait and see what the outcome is on this issue since no immediate action was required.

The Board agreed by consensus to postpone action or recommendation on this item to a later date.

D. 2015 Budget Requests Submitted

Chair Gordon noted that they discussed this under the Directors Report. He asked if there was anything further that needed to be discussed.

Ms. Dixon stated that there was none.

E. Membership Drive and Recruitment

Boardmember Porter liked the idea of having a table at the Library and asked Ms. Dixon if staff would perform this effort.

Ms. Krause stepped in and stated that this item was put on the agenda and she suggested that the Boardmembers operate the table not staff. There has been month after month of statements of we need to get new members and a few people have asked others to become members but for several years now it has been getting worse so if this Board is to stay in existence then they really need to make an effort to recruit new members.

Boardmember Utley agreed and believed the Library was the best place; it was where she was recruited. All the Boardmembers agreed.

Boardmember Utley volunteered to create a sign and holder for the application forms that could be kept on the main front desk. She will work with staff to get that accomplished right away.

F. Social Media Policy

Ms. Dixon provided a brief report on the establishment of a city wide Social Media Policy. She had a first draft from the city attorney which appeared very extensive. A committee of staff including herself, Nick Poolos, and a few others will be editing it and when the final draft is available she will present it to the Board for review and comment.

It was noted that the rest of the city departments were going to get on Facebook and other social media sites as well. The Library currently is and has been on Facebook and Twitter for a while now.

G. City of Homer Comprehensive Plan Chapter 6 Public Services and Facilities Objective G. Public Library – Update Required

Ms. Dixon provided a copy of the memorandum that will be presented to council regarding the updates to the section on the Library. She inquired if there was anything else that the Board felt should be addressed in the update.

Chair Gordon requested including updating and increasing the collection on the Implementation Table.

There was no further discussion or comments.

INFORMATIONAL ITEMS

A. Strategic Plan

Chair Gordon stated that there were additional priorities agreed at the March regular meeting and according to his notes they were requesting as top priority the following:

1. A temporary summer Library aide,
2. Further increases in collection development funds and development of a comprehensive plan over the next five years.

Ms. Krause responded that she had made those updates and apologized for including the wrong Strategic Plan in the packet.

B. 2014 Board Member Attendance at Council Meeting

Ms. Utley volunteered for the November 24th and December 8th Council meetings.

COMMENTS OF THE AUDIENCE

There was no audience present.

COMMENTS OF CITY STAFF

Staff had no comments.

COMMENTS OF THE COUNCILMEMBER

There was no Council member in attendance.

COMMENTS OF THE CHAIR

Chair Gordon had no comments.

COMMENTS OF THE BOARD

Ms. Utley and Ms. Porter had no comments.

Mr. Strobel requested for the next meeting agenda a discussion on why and reasons for computers in the Kids Library area. Ms. Dixon requested he stop by and talk to her and Claudia regarding this matter.

This item will still be on the December agenda since the remaining Boardmembers expressed interest in the results of the discussion.

ADJOURN

There being no further business to come before the Board the meeting adjourned at 6:36 p.m. The next regular meeting is scheduled for Tuesday, December 2, 2014 at 5:00 p.m. at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, and Alaska.

RENEE KRAUSE, CMC, DEPUTY CITY CLERK

Approved: _____