

LIBRARY ADVISORY BOARD
REGULAR MEETING
SEPTEMBER 6, 2016

Session 16-04, a Special Meeting of the Library Advisory Board was called to order by Chair Strobel at 5:45 p.m. on September 6, 2016 at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: BOARDMEMBER KUSZMAUL, MASSION, PETERSON, STROBEL

STAFF: LIBRARY DIRECTOR DIXON
DEPUTY CITY CLERK KRAUSE

APPROVAL OF THE AGENDA

MASSION/PETERSON - MOVED TO APPROVE THE AGENDA

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

PUBLIC COMMENT REGARDING ITEMS ON THE AGENDA

RECONSIDERATION

VISITORS/PRESENTATIONS

APPROVAL OF MINUTES

A. May 3, 2016 Regular Meeting Minutes

KUSZMAUL/PETERSON - MOVED TO APPROVE THE MINUTES.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

STAFF & COUNCIL REPORT/COMMITTEE REPORTS/ BOROUGH REPORTS

A. Friends Report

There was no report for August or June and they did not meet in July.

B. Next Friends Meeting Wednesday September 14, 2016 Library Conference Room

Boardmember Peterson agreed to attend an upcoming meeting.

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C. Director's Report & Statistics – August 2016

Library Director Dixon made the following notations:

- August visitors exceeded 2015 numbers they had 15,872 versus 12,367 in 2015
- New Cards for city residents were up
- Overall attendance was up over 2000 people
- they now have a credit card machine and are hoping to collect more on the overdue/unpaid fines and fees
- Many compliments on the improvement to the collection have been received
- Birthday Bash for the Library on September 17th to celebrate the 10 year anniversary
- New water heater with a low cost electric savings
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In response to a question regarding the reason for the increase in attendance Library Director Dixon was unable to pin point but did acknowledge that in an unstable or uncertain economic periods the increase in usage of Public Libraries occurs. She also noted that the highest fine has been \$800 and confirmed that depending on the type and number of items and if all the administrative fees are included it does add up quickly.

D. Rare Book Report

Library Director Dixon reported that she has been replacing books within the collection with some from the Alaskana collection.

E. Library System- Status Update by Boardmember Kuszmaul

There was no report.

PUBLIC HEARING

PENDING BUSINESS

A. Budget 2017

Library Director Dixon reported that the manager's request was to keep the budget as status quo. She basically kept everything the same with the exception of personnel increasing minimally as it normally does.

Library Director Dixon reported that at recommendation of the Finance Director submitted had \$32,000 in the donation account and has made a decision to expend those funds to purchase the 25 computers needed for the public at \$20,000, allocated \$5000 towards books and \$5000 to start a computer replacement fund. if approved that will leave very little in the donation fund.

There was a brief discussion on previous cuts to the collection budget, types of computers to be purchased and alternative options for funding the replacement of the computers.

NEW BUSINESS

A. Changes to the Temporary Library Card Structure and Fees

Library Director Dixon stated that they currently have two kinds of temporary cards these are for people who do not live in the service area and will only be here a short time. One card is \$10, good for 6 months and you can only check out two items each time. The other card is \$50, good for 6 months and you are allowed to check out an unlimited number of items. The difference is if your account is in good standing at the end of the time then they will be refunded half of the \$50 fee.

As you can guess this causes an unwelcome burden on staff and the finance department with refunding the fees.

Library Director Dixon stated that after discussing this issue with staff they are recommending \$20 for 10 items at a time, no refunds, and good for 6 months.

Discussion broke out on the number of items also covers magazines, movies, etc. and that \$30 would be a better rate, it is still a bargain at \$5.00 per month or \$1.25 per week. It was noted that protection of the assets and that books can be purchased at Salvation Army and the Bookmobile will sell books too.

Library Director Dixon will bring this idea back to staff and then present to the Finance Director.

B. Agenda Items for the Next Meeting

There was a brief discussion on the budget schedule and when the budget will be presented to Council.

The following items were requested:

- Budget
- Fundraising and Recruitment

INFORMATIONAL ITEMS

- A. 2016 Board Member Attendance at Council Meetings
- B. Beyond Book Borrows: What's Your Story
- C. Wanted Poster

There was a brief discussion on the issue of possibly joining the Parks, Art, Recreation & Culture Advisory Commission and if that was given any more thought or consideration.

- D. Resolution 16-075 Updated Mission Statement
- E. Memo to Council requesting Special Meeting dated July 27, 2016
- F. Thank You Letter for Donation to the Library
- G. 23 Reasons Why Your Library is the Most Important Place in Town

COMMENTS OF THE AUDIENCE

COMMENTS OF THE CITY STAFF

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Library Director Dixon requested ways to raise funds to keep providing the level of service that they have been.

A brief discussion on creating or establishing a foundation ensued and Chair Strobel directed to have that on the next agenda for discussion.

COMMENTS OF THE CHAIR

Chair Strobel noted that he has been on the board for at least three years and has always stated that he would leave if and when he found employment but he will wait until they have additional members.

COMMENTS OF THE BOARD

Boardmember Kuszmaul complimented the Library for being the most beautiful Library in the State.

Board member Massion and Peterson had no comments.

ADJOURN

There being no further business to come before the Board the meeting adjourned at 6:22 p.m. The next regular meeting is scheduled for Tuesday, OCTOBER 4, 2016 at 5:30 p.m. at the City Hall UPSTAIRS CONFERENCE ROOM located at 491 E. Pioneer Avenue, Homer, Alaska.

RENEE KRAUSE, CMC, DEPUTY CITY CLERK

Approved: _____