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 AND STRINGER

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. September 6, 2016 Special Meeting Minutes

PETERSON/MASSION - MOVED TO APPROVE THE MINUTES AS AMENDED.

Correction was noted for the next Friends meeting was September 14, 2016 and under the temporary cards, the word “Alaska” should be “service area” under Item A, New Business.

VOTE: YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

STAFF & COUNCIL REPORT/COMMITTEE REPORTS/ BOROUGH REPORTS

A. Friends Report

Board member Peterson stated she attended the Friends meeting and very nice group of people, presentation made on the Police Station which was very informative since she did not know anything about the project. They are very excited about the new Bookmobile, killer deal at $10,000 which those vehicles usually cost upwards of $200,000. They were also planning and looking forward to the 10th Anniversary of the Library celebration.

Board member Kuszmaul noted that October 16-22, 2016 is National Friends Week. There was a brief discussion on recognizing the Friends for all they have done to support the library it would be great to recognize them in some way. It was determined that depending if it could be added to Council's agenda and the Mayor supported the request, a Proclamation could be given recognizing the week.

KUSZMAUL/MASSION – MOVED TO REQUEST THE MAYOR TO ISSUE A PROCLAMATION RECOGNIZING AND PRAISING THE WORK AND SUPPORT PROVIDED BY THE FRIENDS OF THE HOMER LIBRARY AND NATIONAL FRIENDS OF THE LIBRARY WEEK OCTOBER 16-22, 2016.

There was a brief discussion.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Board member Kuszmaul requested permission to submit a letter to the Editor and she will submit to Library Director Dixon for review before submittal.

The Board approved by consensus.

Chair Strobel inquired that the Friends must have a healthy fund in order to expend $10,000. A brief discussion on Reading Between the Lines ensued.

B. Next Friends Meeting Wednesday October 12, 2016 Library Conference Room

Boardmember Massion stated he will try to attend the next meeting of the Friends.

C. Director's Report & Statistics – September 2016

Library Director Dixon made the following notations:
- The City Manager did not want her to expend donation funds for books opining that those donations were probably made for the intent of capital expenses so a Budget Request to purchase 25 public computers will be submitted.
- Video Conference on the OWL network regarding Patents and Trademarks and Homer is 4th in the state for applications of patents and trademarks. This will be at 6:00 p.m. on Tuesday.
- The City Manager has suggested starting the Lunch with a Councilmember again so Catriona Reynolds will be the first to start.
- There will be a showcase of projects that the Knitting club has completed
- Local author and retired teacher, Dan Walker has a new young adult book, Secondhand Summer, and will do a book signing and reading on October 5th
- Circulation numbers are again up over 2015 numbers, 14,472 compared to 12,244 in 2015
- the number of people using the study rooms is up by 68 people
- Attendance at programs was down a few hundred
- Library Cards issued is up over last year, almost surpassing the totals for last year and there are still three months left in the year to go.

D. Rare Book Report

A entertained a brief discussion on the location of the books, what types of books are contained in the collection and possible value of the collection and making the decision to keep those books within the overall assets of the library. These books are not really available to the public. Some are very rare and it would be nice to have a space within the library to properly house these books, some date back to the 1800's. A few of these books are catalogued. Most libraries have separate collection and some do have special accommodations for those collections. It was noted that part of the problem is having a knowledgeable person of Alaskana. Boardmember Kuszmaul stated that a decision has to be made as to whether it is part of the Library mission to have a collection of rare books and if it isn't then they should get the value out of those books and use it to purchase books. The value would be questionable because there is minimal inherent value unless there is a collector out there that wants that particular book.

E. Library System- Status Update by Boardmember Kuszmaul

Board member Kuszmaul had nothing new to report at this time.

PUBLIC HEARING

PENDING BUSINESS

A. Budget 2017
1. Budget Schedule

Chair Strobel commented on the current Budget represents the Budget that would be submitted with a few changes. He noted that Staff budgets have increased over the last few years by approximately $50,000 the big difference is in the benefits which reflects the increase in health insurance.
Library Director Dixon stated that she will not be renewing the Wall Street Journal due to cost. The Board inquired if she could reduce the number of days or change to electronic versions for a reduction in rates. The New York Times is a frequently read paper over the Wall Street Journal.

Library Director Dixon noted that if the Board wanted to do some advocacy, the Book budget is what they needed the most. It was noted that the Board will be meeting November and December. Board member Massion inquired about what the Friends do with their money, can they buy books for the Library. Library Director Dixon explained that the organization believes the City should be funding the Library for the support and maintenance and they provide the extras such as additional programs and events. They also raise funds for those events and for special purchases or services such as the gardens. They will also be focusing on buying books for the bookmobile which will not be part of the general Library circulation. The Friends may focus now on just selling books from the Bookmobile. The repair and maintenance will be taken care of the vehicle at this point since the city cannot afford that aspect. In response to eventually in the future using the Bookmobile as a mobile lending library however there has been opposition to providing services outside city limits so Library Director Dixon was not sure.

Additional discussion evolved on creating an Amazon Wishlist for Books. Boardmember Peterson related her experience with the Mountainview Library and Boardmember Massion stated he was

willing to work on that if Library Director Dixon found that it would work for purchasing the books she needs or wants.

B. Changes to the Temporary Library Card Structure and Fees

Library Director Dixon stated that she took the Board's recommendation back to staff and they did not want to increase the 6 month fee to $30. Their opinion was to keep it at the $20. The Board requested a compromise and recommended $25 which Library Director Dixon agreed to.

There was a brief discussion on the changes to the policy which reflected removal of redundancy in the language and making it clearer so everybody can understand it. There was a lot of unnecessary language and this makes it clear and concise.

Library Director Dixon stated that they have wanted to get this policy cleaned up for a long while now and glad that it is done.
Deputy City Clerk Krause responded to Chair Strobel that a motion to approve the changes was required then they would forward the recommendation to Council for final approval.

The Board discussed some options such as on a month to month basis, and the limited amount of cards issued, limiting it to 10 items.

STROBEL/MASSION - MOVE TO AMEND THE POLICY TO HAVE ONE TEMPORARY LIBRARY CARD, CHANGE THE FEE TO $25.00 FOR 10 ITEMS.

There was a brief discussion.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Library Director Dixon requested a review the proposed changes to the Library Card Registration Policy. There was a misunderstanding on the title to the policy so they can review and approve at this meeting unless they want to hold it over to the November meeting.

Boardmember Peterson read through it and felt the changes were appropriate and requested clarification on striking military identifications. Library Director Dixon explained that that identification falls under government issued identification.

Boardmember Kuszmaul requested the substantive changes to policy as presented. Library Dixon stated that it was just to remove redundancies and provide clarity on the issuing of Library cards.

The Boardmembers were in consensus to approve the changes as presented.

C. Recruitment Efforts
Deputy City Clerk Krause explained that Chair Strobel has indicated for a while that he would like to retire and they will have another new member appointed on the Council meeting next Monday but

that they need to still continue their efforts to recruit one more member however they must be a city resident since all the positions for non-city resident have been filled.

A brief discussion ensued on the next new member being appointed at the upcoming Council meeting and then they will need one more member who is a city resident as both non-resident positions have been filled now, and Chair Strobel has indicated that he would like to "retire" from the Board since he does not has much free time as before. The Board member's joked around about implementing a rule that retiring/leaving members needed to provide their replacements.

NEW BUSINESS

A. Welcome New Board member

Chair Strobel welcomed Board member Springer. Board member Springer thanked the Board for the warm welcome and that the Library is like a second home since her and her family is there quite frequently. She is in the process of finishing her PhD and she has young children.

Chair Strobel stated that it was nice to have another member with young children on the board since he has been the only one for quite some time.

B. Fundraising and Discussion on Creating a Foundation

The Board thanked Deputy City Clerk Krause for providing the informational materials on Foundations and Friends in relation to their inquiry. Boardmember Kuszmaul appreciated seeing the information on the King County Library Foundation as that is what she is familiar with and went on to provide some input on programs that the Foundation had and the annual fundraisers held for the Library.

Library Director Dixon noted that the Friends put on an event inviting an author to come speak, dinner, etc. and that event does not garner much of a return after they pay for everything. They also do several events throughout the year.

Discussion included various events held within the Homer community recently such as an event at Second Star that cost a $100 per person and it was packed; SPARC has quickly raised the funds they needed to get that facility started it was noted that they were provided $189,000 from City but there were requirements for that funding also. The Board is allowed to raise funds for the Library.

Chair Strobel noted that if the Board is allowed to raise funds then they could do the Amazon Wishlist efforts.

Further discussion on the difficulties of creating a Foundation and holding annual events and providing a purpose and focus for the Board; working more closely with the Friends on joint projects such as a Murder Mystery Dinner evening.
Library Director Dixon opined that they would be agreeable and that they would be more amenable to having a LAB member attend their meetings instead of them attending ours.

Boardmember Massion inquired about the number of active members in the Friends. Library Director Dixon opined that most of the Library volunteers are members of Friends but not all adding that anyone can be a member for $10 annual fee; there are 8 or 9 members on the Friends Board.
Deputy City Clerk added that prior to the new Library being built there was a LAB member attending all friends meetings and a member of the Friends attended the LAB meetings but after the Library was built that attendance seem to fizzle out. Library Director Dixon felt it was a good idea to have the Bookmobile and eventually being integrated into the City. Currently keeping it low key and low cost may be good for now.

Library Director Dixon stated her biggest concern is the budget for books in response to Board member Peterson's inquiry on what she wanted the Board to focus on, that if they wanted to advocate for anything that it be funding for books. Two of the possible new Council members have already said they would charge for Library Cards for people who live outside the city. She was not in favor of that idea.
Board member Massion asked about staff coming up with a list of 100 books that they would like and they can list those items on Amazon and folks could purchase them for the Library. Library Director Dixon was not entirely supportive of the idea stating that there are books that would be nice to have but there are books that they need to have; they could come up with a list. She noted that Amazon is an accounting nightmare so they purchase from Amazon as little as possible.
A discussion ensued that it would require an extra step from Library staff and there was the intention of the Board to do something concrete for the Library in assist with increasing the collection. The Board has no influence with Council and statistics still will not influence the Council's decision. Library Director Dixon would be happy to go back to the $46,000 in response a question. She responded that they normally spend $20 to $80 per books. They typically receive a 20-40% discount. Some academic publishers give no discounts but most do give a discount. She does not purchase from discount publishers and they deal from standard jobbers that provide services that will save time in the back room to save time. Most books are not suitable for mass distribution and heavy use. Further comments on it being easy to have volunteers prep books versus the jobbers doing it were made and that they should have this on the November agenda. The most difficult would be staff coming up with the list and it may not be feasible at all.

Boardmember Kuszmaul commented on the patents has it been brought up that the Library feeds the economic engine. Library Director Dixon stated that it would be a good case since there are many people who run their small businesses from the public computers.

Boardmember Springer had to depart the meeting.

Boardmember Kuszmaul asked if there is a way to have a meeting to focus on one or two items. What is it that the Board can sink their teeth into to come up with the next steps, strategize and things like that?
Deputy City Clerk Krause explained that a worksession can be scheduled, it must be advertised, it is recorded, minutes are not done, and no action is taken so no motions will be made. Library Director Dixon does not have to attend either.

Library Director Dixon mentioned the presentation that contained information and assisted in getting the Council to increase the budget. Deputy City Clerk Krause still had that presentation and it can be

updated with the new information. Chair Strobel commented on the presentation not working since they reduced the budget last year. Library Director Dixon stated the presentation did work as Council increased the budget 20,000 that year. Chair Strobel stressed that it did not last though.

C. Agenda Items for the Next Meeting

Board member Kuszmaul recommended that they schedule a worksession at 5:00 p.m. on October 25, 2016. The Board agreed by consensus on Tuesday, October 25th in the Conference Room.

Deputy City Clerk Krause will confirm availability of the conference room. Library Director Dixon asked if the Board wanted her in attendance and the Board agreed that if she can consult with her staff on the Book Buying Fundraising and if there are some other avenues that they think may be better so that the Board's efforts will not create more work for the staff.

The following items were requested for the worksession:
- Fundraising
- 2013 Budget Presentation
Next meeting items will be Budget, Fundraising and the 2017 meeting schedule.

INFORMATIONAL ITEMS

A. 2016 Board Member Attendance at Council Meetings

Board member Kuszmaul will attend the October 24, 2016 Council meeting and Board Member Peterson will attend the December 12, 2016 Council meeting.

B. Banned Books Week September 25-October 1, 2016 Article from Ilovelibraries.com

COMMENTS OF THE AUDIENCE

COMMENTS OF THE CITY STAFF

COMMENTS OF THE BOARD

Boardmember Kuszmaul inquired about recognition for the Friends of Libraries Week and the Clerk indicated that she will check with the City Clerk to see if it could be added onto the agenda and the Mayor willing to issue proclamation.

Boardmember Peterson and Strobel had no comments.

Board member Massion will attend the November meeting but will not be at the December meeting and he will not be available to attend any Council meeting until January.

ADJOURN

There being no further business to come before the Board the meeting adjourned at 7:07 p.m. A WORKSESSION HAS BEEN SCHEDULED FOR TUESDAY, OCTOBER 25, 2016 AT 5:00 P.M. IN THE UPSTAIRS CONFERENCE ROOM. THE NEXT REGULAR MEETING IS SCHEDULED FOR TUESDAY, NOVEMBER 1, 2016 at 5:30 p.m. at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

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RENEE KRAUSE, CMC, DEPUTY CITY CLERK

Approved:_____