

Session 11-01 a Regular Meeting of the Library Advisory Board was called to order on January 4, 2011 at 6:04 pm by Chair Eileen Faulkner at the Homer City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: BOARDMEMBERS FAULKNER, WAGNER, LARSON, SEAMAN, AND MUNN

STAFF: LIBRARY DIRECTOR HILL
DEPUTY CITY CLERK KRAUSE

APPROVAL OF THE AGENDA

The agenda was approved by consensus of the Board.

PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA

There were no public comments.

RECONSIDERATION

There were no items for reconsideration.

APPROVAL OF THE MINUTES

- A. Regular Meeting Minutes for October 5, 2010
- B. Special Meeting Minutes for December 9, 2010

SEAMAN/WAGNER – 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.

STAFF & COUNCIL/COMMITTEE REPORTS/ AND BOROUGH REPORTS

- A. Friends Report

Library Director Hill reported that she attended the meeting on December 8, 2010 and provided a report at the special meeting held on December 9, 2010 so there was nothing new to report at this time. The next meeting is scheduled for January 12, 2011.

- B. Next Friends Meeting - Who will attend? Volunteers Please!

Boardmember Munn volunteered to attend the other Boardmembers gave her pointers and encouragement attending the meeting.

D. Director's Report -January 2011

Library Director Hill asked if there were any questions from the board. Boardmember Larson inquired about the Kachemak group still meeting at the Library. Library Director Hill informed her that they secured another meeting location. She outlined the Top Drawer program for Boardmember Munn.

There was no further discussion.

E. Monthly Statistics – December 2010

Library Director Hill distributed the statistics. It was noted that the December figures were not listed.

Library Director Hill reported the line items for the Boardmembers. She noted that at this time a full year comparison could be made.

Total items circulated were 108,166 the highest amount to date.

Circulation Items – 8193

No figures for Interlibrary Loans

Study room use

of groups – 151

of people – 358

Meeting Room Use

of groups – 16

Attendance

Total – 8610

Story hour – 224

School Classes – 0

Internet Users – 3202

Programs – 83

New cards Issued

City- 21

Borough – 25

Transient – 2

Volunteer Hours

of persons – 79

of hours – 167.25

Materials Added

Books – 101

Audio – 12

Materials Removed

Books – 63

Revenues – Total Revenues for the Year \$26,082.99

Fines/Fees/Copies – 2305.34

The numbers are surprisingly high for most categories. The cards issued are staying pretty steady. The total new books added 2170 for the year. The Boardmembers commented on walking through the statistics is more enlightening and liked it. It was noted that the current economy did affect some of these categories more so than others.

Library Director Hill will be applying for the same grants as before. She noted the funds in April were a grant for training that was received. Responding to a question from Boardmember Munn she explained how new materials are chosen. Books are purchased on suggestions, professional advisory and personal knowledge on the content of the collection and keeping the collection as updated as possible. Discounts are given by the vendors up to 40 %. They have the most fun at the end of the year purchasing new books and materials with the remaining funds.

There was no further discussion.

F. Landscape Committee Report

Boardmember Larson reported that the little rotary garden where the concrete posts are there has been upheaval and someone has picked up and thrown one of the cedar logs and are now frozen to the ground so hopefully it will stay there until thaw.

Library Director Hill did speak with the City Manager and Public Works Director about relocating the Disabled Parking Sign to across the Parking Lot to offer a temporary solution to the glaciation. It was noted that this was supposed to be fixed over the past summer to repair the water issues. She also had a conversation with them regarding on mowing areas that were discussed to keep the seeds and weeds down.

Boardmember Larson has not spoken with Ms. Adams at this time. They will look to have a meeting sometime in March.

There was no further discussion.

G. Arts Committee

Library Director Hill reported that the current exhibit will be removed tonight. The endowment Quilt will be hung in the space. There was no further news on the status of the Pratt. Chair Faulkner reported she had not heard from Angie Newby who had offered to intercede on the Library's behalf.

Deputy City Clerk Krause will contact Ms. Newby to get a status report.

There was no further discussion.

PUBLIC HEARING

There were no items for public hearing.

PENDING BUSINESS

A. Library Capital Projects – Update on Energy Efficiency Measures

There was no new information on this topic. Hopefully there will be something new next month.

There was no further discussion.

B. Library – Comments, Responses, Issues, and Challenges

Boardmember Larson commented on social networking with Facebook and Twitter, discussions on these outlets. She was trying to figure out how something like this could benefit the library. Library Director Hill reported that they are actually working on this establishing a Facebook page to be up and running at the

start of the summer reading program. She stated that she was waiting until there was something reportable to the Board.

There was a brief discussion regarding the possibilities with networking with people around the world even with texting, Facebook, etc. It was noted how it was a whole new way of communicating.

There was no further discussion.

C. Review and Update Library Policies and Procedures

Library Director Hill distributed the Circulation Policy Update and Library User Conduct Update for the Boardmembers to review and bring any comments back at the next meeting.

Library Director Hill commented that User Conduct Policy was rewritten on firearms in the library, Parents attending to children, and speaking softly while in the Library. She did work with the City Manager on this issue of firearms in the building. There should not be a need for staff to address the behavior of younger children but occasionally it does come up.

The Circulation Policy - This has been a complete rewrite as the previous policy included other sections that should not have been included in this section. This addresses library cards, lost or stolen or damaged cards, fines and fees, overdue materials, lost materials, refunds or replacement fees, incomplete or damaged materials, holds, loan limit, circulation periods on library materials. There was a brief discussion on revitalizing the movie night; the video collection was increasing so the check-out time was increased to 7 days to accommodate out of town patrons.

She stated that she will be working on the collection development policy, interlibrary loan, library card policy (who is eligible, different cards). Once this has been completed the Board will make a formal approval and recommendation and submit to Council for final approval.

Boardmembers commented on not liking the idea of allowing guns in the library.

There was no further discussion.

NEW BUSINESS

A. Changing the Regular Meeting Time

Chair Faulkner noted this was briefly discussed at the special meeting in December, but was not officially on the agenda so no action was allowed at that time.

There was a brief discussion that a 5:00 p.m. meeting time was preferred by Boardmembers and staff alike.

LARSON/MUNN – MOVED TO RECOMMEND CHANGING THE REGULAR MEETING TIME FROM 6:00 P.M. TO 5:00 P.M.

There was no discussion.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

It was noted that they may be able to get this on the next council agenda.

INFORMATIONAL MATERIALS

A. Memorandum to Mayor and City Council dated December 9, 2010 Re: 2011 Meeting Schedule

There was no discussion on the informational materials.

COMMENTS OF THE AUDIENCE

There was no audience present.

COMMENTS OF THE CITY STAFF

There were no comments from city staff.

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

There was no councilmember present.

COMMENTS OF THE CHAIR

Chair Faulkner stated she wanted to read the email she received from the City Manager and the City Clerk regarding testifying/reporting before City Council and the time that is allotted to Commissions and Boards.

Chair Faulkner proceeded to read the question and response into the record so that in the future Boardmembers can refer to it.

Further discussion and comments on the city council meeting and how uncomfortable they were when trying to make the report. It was noted that with everything that happened the library did get their budget. It was noted that normally commissions and board reports are five minutes, but if the report last longer there is no actual time limit, and since the budget was on the agenda they could include comments regarding the budget in their report.

There was no further discussion.

COMMENTS FROM THE BOARD

Boardmember Wagner commented that during a recent meeting at the library it was her birthday and her sweetie recommended staying at the Library and they had a very enjoyable visit. She commented that it was really cool to just sit and read.

Boardmember Munn had no comments.

Boardmember Seaman apologized for not attending but she teaches a class the second Monday of every month.

Boardmember Larson had no additional comments.

ADJOURNMENT

There being no further business to come before the Board Chair Faulkner adjourned the meeting at 7:30 p.m. The next Regular Meeting is scheduled for February 1, 2011 at 6:00 pm City Hall, Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

Renee Krause, Deputy City Clerk I

Approved: _____