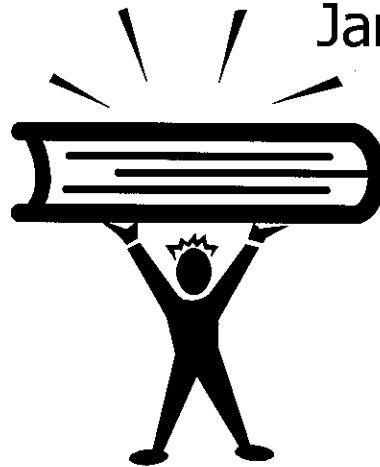


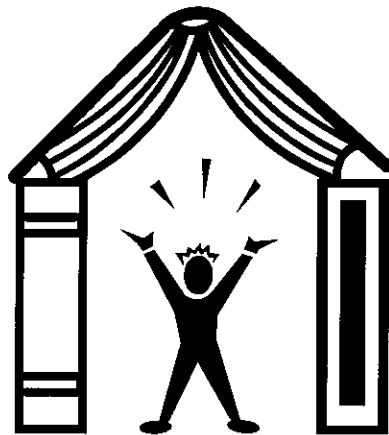
# Library Advisory Board



Tuesday  
January 4, 2011  
6:00 P.M.



Mayor's Conference Room - Upstairs  
City Hall  
491 E. Pioneer Avenue  
Homer, Alaska



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**NOTICE OF MEETING  
REGULAR MEETING AGENDA**

- 1. CALL TO ORDER**
- 2. APPROVAL OF THE AGENDA**
- 3. PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA**
- 4. RECONSIDERATION**
- 5. APPROVAL OF THE MINUTES**  
*(Minutes are approved during Regular Meetings only)*
  - A. Regular Meeting Minutes for October 5, 2010 Page 5
  - B. Special Meeting Minutes for December 9, 2010 Page 9
- 6. VISITORS**
- 7. STAFF & COUNCIL/COMMITTEE REPORTS/ AND BOROUGH REPORTS**
  - A. Friends Report
  - B. Next Friends Meeting – Who will attend? Volunteers please!
  - C. Director's Report – January 2011 Page 15
  - D. Monthly Statistics – December 2010 Handout
  - E. Landscape Committee Report
  - F. Arts Committee Report
- 8. PUBLIC HEARING**
- 9. PENDING BUSINESS**
  - A. Library Capital Projects - Status Report on Energy Efficiency Measures
  - B. Library – Comments, Responses, Issues, and Challenges
  - C. Review and Update Library Policies and Procedures Handout
- 10. NEW BUSINESS**
  - A. Changing the Regular Meeting Time Page 17
- 11. INFORMATIONAL MATERIAL**
  - A. Memorandum to Mayor and City Council dated December 9, 2010 Page 21  
Re: 2011 Meeting Schedule
- 12. COMMENTS OF THE AUDIENCE**
- 13. COMMENTS OF THE CITY STAFF**
- 14. COMMENTS OF THE COUNCILMEMBER** *(If one is assigned)*
- 15. COMMENTS OF THE CHAIR**
- 16. COMMENTS OF THE BOARD**
- 17. ADJOURNMENT/NEXT REGULAR MEETING IS SCHEDULED FOR FEBRUARY 1, 2011 at 6:00 P.M. (5:00 p.m. if change is approved by Council) in the Cowles Council Chambers at City Hall at City Hall 491 E. Pioneer Avenue, Homer, Alaska.**



Session 10-06 a Regular Meeting of the Library Advisory Board was called to order on October 5, 2010 at 6:01 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

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 from September 22, 2010.

The minutes were approved by consensus of the Board.

### **VISITORS**

Chair Faulkner welcomed the scheduled visitors, and recognized Friends Boardmember Marylou Burton and Brenda Adams who has been a tremendous help in dealing with the Library landscaping issues. She introduced potential new Library Advisory Boardmember, Ann Daigle.

Tara Schmidt, Homer Soil and Water Conservation District, spoke on the proposed rain garden to be located on library grounds and the Homer District Cost-Share Program. She made the following points:

- ✓ The Fish and Wildlife field office represents the entire borough.
- ✓ The Homer Fish & Wildlife office does not work on projects.
- ✓ The southern portion of the Kenai Peninsula was not getting their fair share of available grant monies.
- ✓ The Library is a good spot for public outreach to do a demonstration garden before starting a cost-share program.
- ✓ Rain gardens are an attractive stormwater management technique.
- ✓ There have been a few culvert restoration projects.
- ✓ Rain gardens contain native plants and wildflowers that help absorb and filter runoff.
- ✓ Rain gardens are designed to infiltrate, filter and clean stormwater.
- ✓ Rain gardens are self-sustaining and require minimal maintenance once established.
- ✓ Rain gardens replenish ground water instead of having stormwater run along the surface.
- ✓ Rain gardens can reduce stream flooding and storm drain overflows
- ✓ Decrease costs to the City to maintain the storm drain system, less sediment in system to clean out.
- ✓ Require diligent maintenance in the early stages.
- ✓ Use of stones may need replacement or cleaning of sediment if water begins to pool for too long.

Ms. Schmidt stated that the proposal is seeking volunteer help from the Friends in maintaining the garden. The project could be used as a High School Senior Project. The City could provide the use of manpower and equipment as part of their match requirement. She further went on to describe the process and location selected on the property and emphasized that this would complement what has been accomplished by Ms. Adams crew.

She noted that the submitted proposal is a draft and could be worked out to the benefit of all parties. Ms. Burton responded that the Friends would have to see the dollars involved regarding the maintenance requirements. She did not think that the Friends would be willing or able to fund those efforts on an ongoing effort. She stated that the Friends are not in a position to take on more.

Boardmember Wagner explained the original plans had included landscaping but due to budget issues this was cut and they got hydroseeding. It was noted that volunteers helping with the weeding is a double edged sword. Ms. Adams explained the conditions of each of the gardens on the property and the required time and work that has been implemented and will be required in the future to keep control they now have. She further explained that installation of the proposed rain garden without soil replacement would just increase the maintenance required to keep one step ahead of the weeds.

Ms. Schmidt stated that they have limited budgets and count on volunteers also. She noted that during a conversation with Mr. Meyer he suggested that this may be included in the city hall renovation project.

Further discussion on the installation of a rain garden determined the following:

- Council has the final approval
- Ms. Schmidt recommended to meet with the City Manager regarding possible project for City Hall
- Bring in more players – City, Library and Friends
- Soil & Water would provide the design and engineering
- Fish and Wildlife would provide the actual installation
- Soil and Water would hire someone for the plants and selection
- The City would provide equipment and operators for the project
- This project or idea started in June but has stalled over the summer
- Budgetary limitations
- City Hall Renovation is restrictive in that they could implement in that project only
- The Friends must determine if they could include this in their budget at this time.

Chair Faulkner thanked Ms. Schmidt for coming to the meeting and providing the information to them. She encouraged Ms. Schmidt to make an appointment to speak with the City Manager. She stated that the Board could not recommend approval until further information was obtained from the Friends, City Manager and more specifics such as the costs involved were known.

There was no further discussion.

#### **STAFF & COUNCIL/COMMITTEE REPORTS/ AND BOROUGH REPORTS**

##### **A. Friends Report**

Library Director Hill reported that the Friends had a lot on their agenda. The Book and plant sale will be held on October 13, 2010.

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

Boardmember Larson volunteered to attend the next meeting on October 13, 2010 at 6:00 p.m.

##### **D. Director's Report - October 2010**

Library Director Hill noted that in the past for job openings she would receive two or three good applicants. This time she received triple that number. A total of 50+ applications were received.

There was no further discussion.

E. Monthly Statistics – September 2010

Library Director Hill distributed the statistics. She noted a few interesting numbers represented on the statistics. She commented that attendance was a bit down. It was suggested that this be attributed to the sunny weather after the weeks of rainy and overcast weather.

There was no further discussion.

F. Landscape Committee Report

Boardmember Larson reported that during the last walk through of the Library property it was discovered that there was the following plants that were hidden from view; 9 Catonia Asters, 3 Lilacs, 1 Mountain Ash, 2 Spirea, and 3 Roses, plus two concrete benches.

There was no further discussion.

G. Arts Committee

Chair Faulkner reported that the newest art exhibit is hung and will be the last artist displayed until the Board decides to bring it back. The Children's Library will continue to have art exhibited from the area schools.

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 discussion.

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

There was no discussion.

C. Review and Update Library Policies and Procedures

The Boardmembers reviewed the handouts given to them at the September meeting. Boardmembers pointed out a few typographical errors and questioned the gifting policy and late fees for overdue materials. A brief dialogue occurred regarding patrons paying their late fees or not. It was suggested to wait until City Council made final amendments to the Budget whether to increase fees or not. It was noted that the economy has affected a number of library patrons.

There was no further discussion.

D. Budget 2011

Boardmember Wagner noted several discrepancies in the Budget.

Library Director Hill commented on several line items and the proposed increase or decrease to those specific line items. She noted that this budget she created from this year's budget considering the actual

expenses to date. Library Director Hill commented that there may need to be further cuts from this budget too.

There was no further discussion.

**NEW BUSINESS**

There were no new business items on the agenda.

**INFORMATIONAL MATERIALS**

A. City Council Budget Schedule

There was no discussion on the informational materials.

**COMMENTS OF THE AUDIENCE**

There were no comments from the audience.

**COMMENTS OF THE CITY STAFF**

Staff had no comments.

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

None.

**COMMENTS OF THE CHAIR**

Chair Faulkner asked to reschedule the meeting since Library Director Hill would not be available. A brief discussion was held to determine a date for a special meeting. It was agreed that everyone was available for November 16, 2010. So the regular meeting on November 2<sup>nd</sup> will be cancelled for lack of a quorum.

**COMMENTS FROM THE BOARD**

Boardmember Larson commented that they have been fairly lucky in the economy down turn.

Boardmember Seaman and Wagner had no comments.

**ADJOURNMENT**

There being no further business to come before the Board Chair Faulkner adjourned the meeting at 7:15 p.m. The next Regular Meeting for November 2, 2010 at 6:00 pm will be cancelled and a Special Meeting will be conducted November 16, 2010 at 6:00 p.m., City Hall, Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

\_\_\_\_\_  
Renee Krause, Deputy City Clerk I

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



Session 10-07 a Special Meeting of the Library Advisory Board was called to order on December 9, 2010 at 5:04 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**

Minutes are not approved during a special meeting. The October minutes will be approved at the regular meeting in January.

### **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 last night, December 8, 2010 and reported the following:

1. Claudia Haines, new library part time personnel, gave a presentation to the friends on her ideas for the summer reading program. Claudia Haines has been hired as the new part time employee and will be taking over the Summer Reading program. She will be taking over from Jolee Ellis who will be retiring. Claudia worked as the capital campaign coordinator, and friend's coordinator. She is now attending the graduate library school program from University of Washington online.
2. The reading program is partly sponsored by Alaska USA Credit Union, has indicated they would like to sponsor the program again this year and encouraged them to submit the application.
3. The Friends approved their 2011 Budget.
4. There will be new teen programs.
5. Top Drawer program was discussed.
6. Proposed 2011 Library Budget
7. There was a member of the public who spoke about the issue with the icing at the handicap parking space due to glaciation. An interim solution was to relocate the parking space across from the current location. It is farther to walk but much safer.
8. Next Meeting is January 12, 2011

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

12/16/2010 - rk

A volunteer will be declared during the January meeting. There was no further discussion.

D. Director's Report - October 2010

Library Director Hill asked if there were any questions from the board. She did add that Public Works did address the concern regarding the steps.

There was a brief discussion on the issue of icing at the entrance and in the parking lot.

There was no further discussion.

E. Monthly Statistics – November 2010

Library Director Hill distributed the statistics. She noted that it appeared they would be breaking the 100000 mark in items circulated and that attendance was higher in November than 2009.

Chair Faulkner asked if the format could be enlarged for easier viewing. Library Director Hill responded she would try but wanted to keep it on one page.

There was no further discussion.

F. Landscape Committee Report

Boardmember Larson reported that of course nothing will be done until spring. She explained what has been accomplished over this past summer with eradication efforts on invasive weeds in the established gardens. She noted that the Friends funded Ms. Brenda Adams and her crew to get control of these areas such as the large planter at the front of the building.

Volunteers have provided most of the labor to accomplish this task. Other volunteers have even offered to bring their own mowers and mow the grass to help with keeping the weeds from spreading their seeds.

A discussion ensued regarding the rate of survival for the end garden with the snow load from the parking area.

Library Director Hill met with Brenda Adams regarding the expenses and Brenda broke down the expenses for 2010 and what the estimated expenses will be for 2011. The Friends have decided to fund Ms. Adams for 2011.

There was no further discussion.

G. Arts Committee

Chair Faulkner reported that Ms. Angie Newby, chair of the Public Arts Committee will encourage the museum to resume displaying works of art in the Fireplace Lounge. Chair Faulkner stated she has been unsuccessful in getting a response from the museum. She again stated that the last artist is currently on display and they will not be doing that again due to the time intensive requirement dealing with the display of artist's artwork.

Boardmember Larson inquired about soliciting for original artwork to be hung at the library. Chair Faulkner explained it was not as simple since there were contracts, liability issues, insurance and deciding where these pieces of art should be hung.

Patrons provide extraneous work with concerns regarding the locations of some paintings. The Library is not a gallery and takes as much care and caution selecting the placement location. It was noted that dealing with the pieces of art while very beautiful it is extremely stressful.

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

Chair Faulkner explained the problem with the energy efficiencies with the new building and what steps are being taken to resolve the problems. Library Director Hill stated that during a recent conversation with the Public Works Director indicated that nothing has been started at this time.

Chair Faulkner requested this item to be on the agenda next month.

There was no further discussion.

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

Chair Faulkner introduced the agenda item and inquired if there were any comments or challenges.

There was no further discussion.

C. Review and Update Library Policies and Procedures

This item will be addressed during the January regular meeting. Library Director Hill explained that she is almost done with the circulation policy but has been distracted by other issues recently that have taken up her time.

There was no further discussion.

Chair Faulkner requested a motion to suspend the rules to address New Business agenda items before addressing Pending Business item D. Budget 2011.

LARSON/SEAMAN – SO MOVED.

There was no discussion.

VOTE, YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

D. Budget 2011

1. Memorandum to Mayor and Council dated November 15, 2010 Re: Response to Proposed Amendments to the FY2011 Budget.

Chair Faulkner stated that the Council meeting is Monday, 6:00 p.m. December 13, 2010. She spoke with the City Manager. The proposed amendments were to cut the budget of 20,000 for new materials and cut all overtime. The City Manager's comments on the proposed amendments were that they came from mostly one council person.

Library Director Hill commented that there is no idea how the council will decide the budget. The book budget cannot be reduced by much because the Rasmussen Foundation will not grant more than the City does. The \$20,000 reflects the minimum amount needed to obtain matching grants. She stated that attendance at the meeting would be great, but to send emails to the council expressing support and requesting them to reconsider cutting the book budget and how necessary it is to keep this amount. Library Director Hill stated that the Pratt has recently sent an email requesting support. She opined that it

was very important for the Chair to attend. She explained the latest information regarding the salary comparison submitted by a councilmember which is included in the council packet and is not aware of where the information came from and what the intent is providing this information. Board member Seaman asked about the issue of charging for internet services and if it was still included in the cuts. Library Director Hill explained that they cannot charge for the service or they will lose the ability to receive Federal grants. She explained the reasons for not charging for this service.

Boardmember Larson felt that there is a certain percentage of the public that do not realize the expense to become as skilled as Ms. Hill is; it is acceptable in this country to receive high salaries if you are a doctor or lawyer, CEO and people of Wall Street to have large salaries but if you are just a worker in the community then you are held to a different, whatever, it comes to people not being educated in the cost to maintain the skills.

Library Director Hill commented that is something that needs a wait and see approach.

Chair Faulkner stated she will be addressing the proposed cut to the \$20,000 book line item at the Council meeting. She may say a few words about the training budget, but she is looking for some assistance as she is having difficulty coming up with the right words. This is a tough one and not able wrap her head around it. Last year was easier.

There is so much information in Library Director Hill's report that was presented to council, and she did not want to regurgitate the information.

Board member Larson felt that the Chair is entitled to speak on the importance of the city being relevant in this world. It is not so much about competing, as being competitive and being knowledgeable about being a citizen in the world today; it has become so complex, that for the public to educate themselves, its more than a formal education, it's lifetime education; we need to be working at sorting out what we need to know in order to be a knowledgeable citizen of this country; our whole life, it is not a matter of you have that many books and that's enough; it is about staying current as a community; it is about staying knowledgeable; because as we look at renewable energy, sustainability and carbon trading; we need to know all these complex things in the world because we are global; how do you spend too much money to be informed. The level that this country is behind in education compared to the world is unbelievable. Chair Faulkner requested Boardmember Larson attend and speak to Council as she is so much more eloquent. It was noted that a listener could hear the passion in her voice. Chair Faulkner will introduce her to the Council. Boardmember Larson agreed to speak on behalf of the Board.

Further discussion regarding the benefits of educational opportunities the Library provides for the community; the dollar amount needed to fulfill match requires to receives grants; Alaskan communities budgets for books are: Kenai \$46,000 +; Soldotna, \$43,000 +; Seward, \$20,800; Kodiak, \$53,000 +; Sitka, \$54,875; Talkeetna, \$19,000; Unalaska, \$23,000; and Wasilla, \$70,000 and that these budgets are before grants and does not include periodicals. The awareness of the financial climate is greatly considered when creating the yearly budget. The Board agreed on the importance to keep the amount; donations are not a substitute for new books, they are used to replace classics that have seen better days and they are used to bring in additional funding for the Friends. Methods of getting the message out to council and the mayor; the legalities of providing internet service free of charge; report submitted to Council regarding the proposed budget amendments; the positive aspects that the library represents and provides the community.

There was no further discussion.

## **NEW BUSINESS**

### **A. 2011 Meeting Schedule**

There was a brief discussion related to changing the time of the regular meeting. It was clarified by the Clerk that the Board could change one meeting time or select meeting days as required, but to establish a new regular meeting time would have to be on the agenda as new business, it would go before the Board the following meeting to approve and submit the recommendation to Council.

Chair Faulkner inquired if 5:00 p.m. would work for the other Board members or 6:00 p.m. Chair Faulkner noted that it would benefit the staff by being able to go home earlier too. Changing the regular meeting time from 6:00 p.m. to 5:00 p.m. was requested to be on the January agenda.

Chair Faulkner requested a motion to approve the 2011 meeting schedule.

LARSON/WAGNER - MOVED TO APPROVE THE 2011 MEETING SCHEDULE AS PRESENTED.

There was a brief discussion regarding each member's ability to attend these scheduled meetings. Board member Wagner commented they all looked good to her. Board member Seaman inquired if everyone will be here for the July 5<sup>th</sup> meeting. The Board was not sure at this time. Chair Faulkner noted that Boardmember Wagner's last meeting would be in April and encouraged everyone to find new members.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

There was no further discussion.

B. Welcome to our new Boardmember!

Chair Faulkner welcomed Gillian Munn. Board member Munn is new to Homer and the State of Alaska. She recently moved here from California. Ms. Munn stated she was looking forward to serving on the Board. Chair Faulkner hopes she has fun on the Board.

There were no further comments.

#### **INFORMATIONAL MATERIALS**

There were no informational materials.

#### **COMMENTS OF THE AUDIENCE**

None.

#### **COMMENTS OF THE CITY STAFF**

Library Director Hill welcomed Gillian and for joining the board. She thanked everyone for their support at the meeting and to keep their thoughts positive. She has done everything she can think of to prepare for this and just have to think positive.

Deputy City Clerk Krause wished everyone a Merry Christmas and Happy New Year

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

None.

#### **COMMENTS OF THE CHAIR**

Chair Faulkner welcomed Gillian Munn again to the Board, wished everyone a Merry Christmas have a Safe Holiday; Thanked Boardmember Larson for the invite to the Christmas party. She thanked everybody for their continued service to this board and the community, because contrary to some folks it does mean a lot, just need to wade through and have our good moments along with the bad and they will need another member in April. So keep looking.

**COMMENTS FROM THE BOARD**

Boardmember Wagner welcomed Gillian to Homer and the Board and will try to keep it interesting. She apologized that she will be unable to attend Boardmember Larson's party and wished everyone Happy Holidays.

Boardmember Munn commented that she could spend \$20,000 on books herself and she has been in the new book section and there was nothing there that she wanted to read, so \$20,000 is not enough. She hopes to do okay. The only board she has served on was for the Church.

Boardmember Seaman welcomed Gillian and wished everyone Happy Holidays.

Boardmember Larson commented that she hoped Gillian will be able to attend the party and looks forward to seeing her. She believes that anytime in December there would be schedule conflicts. She if the Chinese ornaments that she gave everyone were intact. She wishes everyone a healthy and beautiful Holiday season. Thanks everyone for all the work you do.

Everyone including staff described where those ornaments were displayed and in good shape.

**ADJOURNMENT**

There being no further business to come before the Board Chair Faulkner adjourned the meeting at 6:30 p.m. The next Regular Meeting for January 4, 2011 at 6:00 pm Mayor's Conference Room - Upstairs at City Hall 491 E. Pioneer Avenue, Homer, Alaska.

\_\_\_\_\_  
Renee Kräuse, Deputy City Clerk I

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

**TO: Library Advisory Board**  
**FROM: Helen Hill**  
**SUBJECT: Library Director's Report**  
**DATE: January 4, 2011**

Here is an update on library activities since the last LAB meeting (December 9). I'll be happy to answer questions about items on this report. Thank you.

### **Budget**

The City Council approved the library budget as submitted by the City Manager; no further cuts were made. Thank you so much to those of you who wrote email messages on behalf of the book budget. Special thanks go to LAB Chair Eileen Faulkner and LAB Member Flo Larson for presenting their LAB report at the City Council meeting on December 13.

### **Upcoming Events at the Library – All are Welcome to Attend!**

- Friday, January 7: Beginning Computer Class – First Friday of each month, 1:30pm.
- Friday, January 7: Computer/Technology Drop-In Help – First Friday of each month, 3:30pm.
- Wednesday, January 12: FHL Board Meeting, 6:00pm.
- Friday, January 14: Managing Music (iPods, etc.) Basics, 3:30pm.
- Tuesday, January 18: HPL Book Discussion Group, 4:30pm. This month's book is *The Help* by Kathryn Stockett.
- Submissions to the 2011 Top Drawer program must be made by **January 31, 2011**.
  
- Preschool Story Hour is each Wednesday from 10-11 in the children's room.
- Small Fry Lapsit is each Thursday from 11:30-12 in the children's room.
  
- The knitting group meets every Monday afternoon at the library from 3-5:00 in the conference room.

Please check out the FHL website at [www.friendshomerlibrary.org](http://www.friendshomerlibrary.org) for upcoming events or email Carey Restino to get on the monthly FHL mailing list, or call 435-3195 if you need further information. Thank you!

### **Suggestions from the Public**

“More signs by numbers indicating what subjects are where.”

“Please put in a section of Best Sellers (NY Times List for years) then at least we know that thousands of others thought it was good. Your newest books have so few bestsellers??? Why? Also if is possible to separate the best into mystery, comedy, etc. Thanks.”

### **Friends of the Library**

The FHL board will meet on January 12.

### **Statistics**

Statistics will be distributed to the LAB during the December meeting.





# Office of the City Clerk

Jo Johnson, CMC, City Clerk

Melissa Jacobsen, CMC, Deputy City Clerk II  
Renee Krause, CMC, Deputy City Clerk I



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## MEMORANDUM

TO: LIBRARY ADVISORY BOARD

FROM: RENEE KRAUSE, CMC, DEPUTY CITY CLERK I

DATE: DECEMBER 28, 2010

SUBJ: REGULAR MEETING TIME CHANGE

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### **Background**

The Library Advisory Board discussed briefly about changing the regular meeting time from 6:00 p.m. to 5:00 p.m. at the Special Meeting held on December 9, 2010 during approval of the 2011 Meeting Schedule.

The proposed change is moving the time of the regular meeting from 6:00 p.m. to 5:00 p.m.

Chair Faulkner inquired if the Board would be interested in changing the meeting time, consensus was given and requested this item to be on the agenda this month.

Article IV - Section 2 of the By-laws state, "Regular meetings shall be held each month in the designated location. Dates, hours and location shall be set by the Board, and shall be posted for public information as required by Homer City Code and Alaska State Statutes."

Article VI, Section 3 of the By-laws state, "The By-laws may be amended by a simple majority of all members of the Board present at one time, provided written notice of the proposed amendment shall have been sent to all members at least five (5) days prior to the meeting at which such action is proposed to be taken."

There is no specific reference in Homer City Code 1.48.040 through 1.48.060 regarding any requirements to change the regular meeting time.

I have included a draft Resolution to amend the regular meeting time from 6:00 p.m. to 5:00 p.m. for the Board to review, comment and mark-up.

### **Recommendation**

Make a motion to Recommend City Council approve the Resolution to amend the 2011 Regular Meeting Schedule to reflect the Library Advisory Board Amended Regular Meeting time of 5:00 p.m.



**CITY OF HOMER  
HOMER, ALASKA**

City Clerk/  
Library Advisory Board

**RESOLUTION 11-XX**

A RESOLUTION OF THE CITY COUNCIL OF HOMER,  
ALASKA, AMENDING THE LIBRARY ADVISORY  
BOARD MEETING TIME TO 5:00 P.M. AS THE REGULAR  
MEETING TIME.

WHEREAS, The Library Advisory Board acts in an advisory capacity to the City Manager and the City Council; and

WHEREAS, The Library Advisory Board meetings regularly start at 6:00 p.m. and with the numerous individual commitments of the Board members can be concluded prematurely, causing the Library Advisory Board to be unsuccessful in concluding the business at hand in a timely manner; and

WHEREAS, The Library Advisory Board recommends adjusting the regular meeting times in order to provide a more consistent and efficient meeting schedule; and

WHEREAS, The Library Advisory Board introduced the amendment at a Special Meeting held December 9, 2010 and took final action to approve the amendment at the Regular Meeting on January 4, 2011; and

WHEREAS, The Library Advisory Board meetings will be held monthly with regular meetings the first Tuesday of each month at ~~6:00 p.m.~~ 5:00 p.m.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska, amends the Library Advisory Board meeting time to Establish 5:00 p.m., as the Regular Meeting Time.

PASSED AND ADOPTED BY THE HOMER CITY COUNCIL this \_\_\_\_ day of January, 2011.

CITY OF HOMER

\_\_\_\_\_  
JAMES C. HORNADAY, MAYOR

ATTEST:

\_\_\_\_\_  
JO JOHNSON, CMC, CITY CLERK  
Fiscal Note: N/A



# Office of the City Clerk

Jo Johnson, CMC, City Clerk

Melissa Jacobsen, CMC, Deputy City Clerk II  
Renee Krause, CMC, Deputy City Clerk I



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## MEMORANDUM

TO: MAYOR HORNADAY AND HOMER CITY COUNCIL

FROM: LIBRARY ADVISORY BOARD

DATE: DECEMBER 9, 2010

SUBJ: 2011 MEETING SCHEDULE

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The Library Advisory Board discussed and approved the 2011 Meeting Schedule at the December 9, 2010 special meeting as presented. The excerpt from those minutes follows:

### **NEW BUSINESS**

#### A. 2011 Meeting Schedule

There was a brief discussion related to changing the time of the regular meeting. It was clarified by the Clerk that the Board could change one meeting time, but to establish a new regular meeting time would have to be on the agenda as new business, then it would go before the Board the following meeting to approve and submit the recommendation to Council.

Chair Faulkner inquired if this was agreeable to everyone and it was determined that if the meetings are changed to 5:00 p.m. it would be a preferred time for all Board members and that it would benefit the staff by being able to go home earlier too. Changing the regular meeting time from 6:00 p.m. to 5:00 p.m. was requested to be on the January agenda.

Chair Faulkner requested a motion to approve the 2011 meeting schedule.

LARSON/WAGNER - MOVED TO APPROVE THE 2011 MEETING SCHEDULE AS PRESENTED.

There was a brief discussion regarding each member's ability to attend these scheduled meetings. Board member Wagner commented they all looked good to her. Board member Seaman inquired if everyone will be here for the July 5<sup>th</sup> meeting. The Board was not sure. Chair Faulkner noted that Boardmember Wagner's last meeting would be in April and encouraged everyone to find new members.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

There was no further discussion.





