

**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. Meeting Minutes for the Regular Meeting on May 6, 2014 Page 3
- 6. VISITORS**
- 7. STAFF & COUNCIL/COMMITTEE REPORTS/ AND BOROUGH REPORTS**
 - A. Friends Report
 - B. Next Friends Meeting – Wednesday, June 11, 2014 at 6:00 p.m. Library Conference Room
 - C. Director's Report & Statistics May 2014 Page 9
 - D. Facilities Report
- 8. PUBLIC HEARING**
 - A. Request to Dedicate a Garden Page 11
- 9. PENDING BUSINESS**
 - A. Amending the Bylaws to Reduce the Number of Annual Meetings and Modify the Creation of Committees to Council Approval Only Page 13
 - B. Amendments to the Circulation Policy for General Updates to Language and Circulation Details on Items Page 19
- 10. NEW BUSINESS**
 - A. Welcome New Member!
 - B. Recommendation on a Request to Dedicate a Garden Page 27
 - C. Review and Recommendation on Installation of a Story Walk on Library Property Page 35
- 11. INFORMATIONAL MATERIAL**
 - A. Strategic Plan 2014 Page 45
 - B. 2014 Board Member Attendance at Council Meetings Page 47
- 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 JULY 1, 2014** at 5:00 P.M. in the Council Chambers at City Hall located at 491 E. Pioneer Avenue, Homer, Alaska.

Session 14-05 a Regular Meeting of the Library Advisory Board was called to order by Vice Chair Strobel at 5:05 p.m. on May 6, 2014 at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

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

ABSENT: BOARD MEMBER SLONE (EXCUSED)

STAFF: LIBRARY DIRECTOR DIXON
DEPUTY CITY CLERK KRAUSE

AGENDA APPROVAL

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

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 March 4, 2014

Vice Chair Strobel requested a motion to approve the minutes of March 4, 2014.

It was noted by Ms. Dixon that it was incorrectly stated during the meeting that children under 10 must be accompanied by an adult. The age is 12 and under must be accompanied by an adult.

PORTER/UTLEY – MOVED TO APPROVE THE MINUTES AS AMENDED.

There was no further discussion.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

VISITORS

There were no visitors scheduled.

STAFF AND COUNCIL REPORT/COMMITTEE REPORTS/BOROUGH REPORTS

A. Friends Report

There was no report.

B. Next Friends Meeting

There is no meeting for May.

C. Directors Report and Monthly Statistics – March and April 2014

Library Director Dixon provided a summary of her report. She provided March statistics only to the Board.

Mr. Gordon requested a link to the information regarding the reading scores of 4th graders.

This week the 1,000,000th customer will walk through the Library doors. They are anticipating this to happen Friday, May 9, 2014. A small celebration is planned.

D. Art in the Library

Ms. Dixon reported only positive remarks have been heard on the current display.

E. Facilities Report

Ms. Dixon has requested Dan Nelsen with Public Works to arrange a contractor to come in to test the data ports in the conference room. Ensuring that these are operational will increase the ability for patrons to access the internet for classes or Skype.

Mr. Gordon commented on the technology not working as often as it is working and questioned whether more could be done to correct this issue.

There was no status update from Mr. Slone on the items he was looking into with Public Works.

PUBLIC HEARING

There was no public hearing scheduled.

PENDING BUSINESS

A. Status on Library Value Impact Analysis (VIA) Project

Mr. Gordon reported that Mr. Haines is currently pursuing research on qualitative study of a library from various countries around the world.

B. Elections

Vice Chair Strobel opened the floor for nominations.

There was a brief discussion on Mr. Strobel accepting the nomination of Chair and on sharing the duties between two members.

Ms. Utley nominated Mr. Gordon as Chair. Ms. Porter seconded the motion.

There were no additional nominations. Vice Chair Strobel closed the nominations and called for the vote. The Board voted unanimously for Mr. Gordon. Vice Chair Strobel turned the meeting over to Chair Gordon.

Chair Gordon called for nominations for Vice Chair. Ms. Utley was nominated by Mr. Gordon and seconded by Ms. Porter. Chair Gordon closed the nominations and called for the vote.

The Board voted unanimously for Ms. Utley as Vice Chair.

NEW BUSINESS

A. Recommendation to Change the Circulation Policy Adding Music CD's and Defining Overdue Fees

Ms. Dixon provided the reasoning behind the change request in the Circulation Policy for music CD's from 7 day to 14 day checkout period.

There was a brief discussion on changing the DVD's to a longer circulation period.

UTLEY/STROBEL - MOVE TO RECOMMEND CHANGING THE CIRCULATION POLICY FOR MUSIC CD'S FROM 7 DAY TO 14 DAY AND THE OVERDUE FINES FROM \$1.00 PER DAY TO \$0.15 PER DAY.

There was no discussion.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

B. Amend Bylaws to Address Changes to Meeting Schedule and Establishing Committees

Chair Gordon read the title into the record and opened discussion.

Ms. Porter inquired if everyone still agreed with the months shown. All boardmembers present agreed they were good with not meeting in January, April, August and November.

Ms. Utley opposed having to ask permission from City Council to create a committee. She opined that this may cause problems for the Board to accomplish a task in the future. Ms. Utley was concerned that this would allow censorship by the Council over the Board.

Ms. Krause provided a through explanation of the reasoning behind City Councils request to limit creation of any committee by Council approval only.

Mr. Strobel inquired about members of the Board discussing an item with each other outside of a meeting. He fully supported the change since the request to form the committee and their tasks would come from the Board.

Chair Gordon asked for a motion to approve the change.

PORTER/UTLEY – MOVED TO APPROVE THE RECOMMENDED CHANGES TO THE LIBRARY ADVISORY BOARD BYLAWS ARTICLE FOUR, MEETINGS, REDUCING MEETINGS TO FEBRUARY, MARCH, MAY, JUNE,

JULY, SEPTEMBER, OCTOBER AND DECEMBER AND ARTICLE FIVE, COMMITTEES, WILL ONLY BE APPOINTED AND BECOME ACTIVE UPON APPROVAL OF COUNCIL.

There was no further discussion.

VOTE. YES. STROBEL, GORDON, PORTER, UTLEY

Motion carried.

INFORMATIONAL ITEMS

A. Reappointment of Matt Strobel and Phil Gordon

COMMENTS OF THE AUDIENCE

There was no audience present.

COMMENTS OF CITY STAFF

There were no comments from the staff.

COMMENTS OF THE COUNCILMEMBER

There was no Council member in attendance.

COMMENTS OF THE CHAIR

Chair Gordon commented "it was so cool to be in charge of all you people." He then requested explanation from Library Director Dixon on why an application for a Rasmussen Grant was not done since this Board has agreed in the past that requesting more funding for additional staff and materials was of the utmost importance. So he also requested explanation on why they need additional staff.

Ms. Dixon responded that she spends time scheduling staff to cover shifts and it gets worse in the summer. She is having difficulty finding someone to cover the outreach to the seniors. As far as applying for grants, they just don't have the time. The staff has more work than they can get done.

Ms. Dixon next explain the process regarding the materials which includes cataloging, evaluation of every item in the library which is ongoing, removing materials that are not checked out. MS. Dixon showed the Board pages upon pages of items that she is personally responsible for evaluating. The majority of the time is spent keeping the Library operating. They limp along and making any process is very difficult.

Chair Gordon then stated that they should advocate to Council for one more additional full time staff dedicated to collection development. Mr. Gordon then commented on the past budget requests.

Ms. Krause called for a point of order since this was comment time and they were getting into a discussion.

Chair Gordon requested a discussion of Budget, Additional Staffing, Grant Writer on the next agenda.

COMMENTS OF THE BOARD

Ms. Utley commented that she would not be at the June meeting.

Mr. Slone may not be at the next two meetings due to work schedule.

Ms. Porter and Mr. Strobel had no comments.

ADJOURN

There being no further business to come before the Board the meeting adjourned at 6:15 p.m. The next regular meeting is scheduled for Tuesday, June 3, 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: _____

Homer Public Library

Director's Report

May 28, 2014

May Events and Activities

May was quiet in terms of adult programs and events – just our usual array of tech classes, book club, knitting group, genealogy, and ham radio – with the exception of our one-millionth visitor! On Saturday May 10th we discretely counted down the numbers and then greeted the lucky one-millionth person to walk through the gate with a goody bag, gift certificate, and balloons. Patrons and staff in the Library at the time enjoyed watching her surprised reaction, as well as eating some celebratory carrot cake.

The ham radio group has been a huge success, with 19 people passing their ham licensing tests (including our two City IT guys, Nick and Tom). This is a great example of local citizens utilizing the Library and its resources to strengthen the community.

Youth Services Librarian Claudia Haines has been operating in high gear all month long, preparing for the Summer Reading Program, which began on May 25. So far 190 have signed up. The children's library was crowded yesterday when 127 people attended a kick-off event featuring a police officer and his dog from the Alaska State Troopers K-9 unit! Claudia also hosted five school groups at the Library and visited several schools to promote the SRP.

Meetings

- **Friends of Homer Library** – No meeting this month.
- **Library Advisory Board** – A lively and productive meeting was held.
- **Staff** – We finished the Edge assessment, much to everyone's relief. Also worked on the updated Circulation Policy to be presented to the LAB and Council.
- **Alaska Library Association Executive Council** – I'm currently the Public Library representative. The group meets quarterly by teleconference and in-person in September in Anchorage.
- **Story Walk** – Claudia and I met with Ken Castner and Neil Wagner to discuss their design for a permanent story walk along the Library's bike trail. Their proposed lay-out is attached.

Issues of Interest

Staff Changes. Jacque McDonough began working half-time in May, filling the vacancy left by Mercedes Harness. Welcome, Jackie!

After talking with the City Manager, and conferring with the Finance Department, I decided to use funds from our substitute employee budget to hire a Temporary Library Aide for the three months of summer. This, I hope, will help address several problems: 1) Easing the significantly increased workload, especially at the front desk, during summer (due to higher numbers of patrons); 2) Difficulty covering requests for time-off for regular staff, as subs also are busier

during the summer; and 3) Reducing the amount of time Amy and I are spending on scheduling. The position is currently being advertised and will close June 11.

Little Library. The Little Library commissioned by Friends of Homer Library and built by students at the FLEX school has been installed at Fritz Creek Store. Check it out, either in person or on the Library's Facebook page! FHL will maintain and stock the library.

People's Garden. A dedicated team of neighborhood gardeners has added to the People's Garden along the Library's bike trail with new beds of strawberries and honey berries.

Complaints. I received one complaint from a patron about people using their cell phones in the Library. She suggested adding signage to make it clear that phone calls should be taken outside. Holly has designed a new and improved sign. Unfortunately, this is an on-going problem, despite signs, that staff continually deals with. But we'll keep trying!

Behind the Scenes

Summer Reading Program preparations also consumed much of Holly's time, handling the posting of information on the website. The Interlibrary Cooperation Grant I wrote was approved to bring an expert on early literacy in libraries to Alaska in October. I also worked on the Circulation and Collection Development policies, reviewed job applications, staff evaluations, e-rate paperwork, and managed to order some new books.

Facility

I asked Public Works to assess the data lines into the study rooms, study carrels, children's library, and seating areas. Nick will use this information to take the next step needed to make those lines live so patrons will be able to plug their own devices into the Internet. This should help relieve demand on the wireless network, as well as provide a steadier connection for those who need it.

Upcoming Special Events

Maker Mondays – for kids 8-18.

Shackleton and the Endurance -- Thurs. June 5, 6 PM, with Carmen Field.

Beauty and the Beast Marionette Puppet Show – Mon. June 16, 3 PM. Stevens Puppets. All ages.

PUBLIC NOTICE

Public notice is hereby given that the City of Homer will hold a public hearing by the Library Advisory Board on Tuesday, June 3, 2014 at 5:00 p.m. at Homer City Hall, 491 East Pioneer Avenue, Homer, Alaska on the following matters:

Request to Dedicate a Garden at the Homer Public Library

Anyone wishing to present testimony concerning these matters may do so at the meeting or by submitting a written statement to the Library Advisory Board, 491 East Pioneer Avenue, Homer, Alaska 99603, by 3:30 p.m. on the day of the meeting.

For additional information, please contact Renee Krause in the City Clerk's Office at 235-8121, ext. 2224.

PLEASE PUBLISH ONCE

ACCOUNT 100.101.5227



City of Homer

www.cityofhomer-ak.gov

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Memorandum

TO: LIBRARY ADVISORY BOARD

FROM: RENEE KRAUSE, CMC, DEPUTY CITY CLERK I

DATE: MAY 29, 2014

SUBJECT: AMENDING THE LIBRARY ADVISORY BYLAWS, SECTION FOUR, MEETINGS, REDUCING THE NUMBER OF REGULAR MEETINGS ANNUALLY AND SECTION FIVE, COMMITTEES, CREATION BY COUNCIL THROUGH RESOLUTION ONLY

Background

The Board introduced, discussed and approved the reduction of meetings and creation of committees at the regular meeting on February 4, 2014 and May 6, 2014. After careful review it was found that the change to the bylaws was not noticed the required second time. This is procedural in form only.

A draft resolution is attached for review of the changes.

Following is the excerpts from those meetings:

Excerpt from the minutes for the February 4, 2014 regular meeting:

B. Memorandum from City Clerk Re: Reducing Meetings of the Board, Commissions and Committees at the Request of City Council

Vice Chair Strobel read the recommendation into the record and asked for any comments or discussion. Ms. Krause explained that she provided the meetings that were conducted and indicated the special meetings held. Mr. Gordon requested the amount of time and costs involved when meetings are missed. Ms. Krause stated that she spent up to approximately 4 hours per month plus the cost of advertising. She additionally noted that Ms. Dixon who is the staff spend much more time on preparing the information and reports for the Board. Her recommendation is to consider meeting every other month due to the necessity to approve a needed policy or to cover the budget process, etc.

Mr. Gordon could understand the repugnance of waste as he himself loathes waste but feels this would reduce the importance of the tasks performed by this board and additionally, conceptually the more citizen involvement our town has in its administration the better job the council can do, the better job the patrons will have done for them the better democracy we will have in the town. Mr. Gordon questioned if they had another board member would the absenteeism still drive the decision. Ms. Krause agreed that having another member would mitigate the problem of obtaining a quorum; however Council has decided to reduce meetings where they can. Mr. Gordon asked if there were tasks currently addressing or will be addressed that can be handled by citizen input without having meetings. He clarified that he was biased in his belief the significant improvements in service to the community by the Library were accomplished over the last couple of years through in part by board activity; he would see that as a discouraging thing for the community and the Library serving the community if they proceeded not

helping with problems as they come up to be addressed. Mr. Gordon continued to comment on recognizing the difficulty if even two of them met, like at the post office, and started chatting about Library difficulties and if they have half as many meetings would make it worse as it seems like the point of the Board is to help the library help the community. Mr. Gordon also pointed out as an example the problem at this meeting addressing the paper provided by Mr. Haines, that since it was not on the agenda they cannot address it and it gets postponed until the next month. It is not very productive.

Vice Chair Strobel stated that while essentially in agreement with Mr. Gordon they must take and make a recommendation on their behalf or Council will reduce them to 4 meetings a year.

Ms. Dixon expressed her concern by bringing up the time it took approving the last policy the Board worked on was over a year and if they only met even six times how long would it take, she expressed great concern and recommended reducing down to 8 meetings a year if that would be acceptable. Ms. Krause explained that Council requested a recommendation from the Board and did not put any limitations in that recommendation.

STROBEL/POLSTER – MOVED TO RECOMMEND REDUCING THE MEETINGS TO EIGHT PER YEAR.

There was a brief discussion on this reduction might make being a board member more acceptable since most of the reasons for not joining were time constraints.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Ms. Krause requested the months that the Board will meet or not meet as this information will be contained in a new resolution making those changes to the meeting schedule. Vice Chair Strobel inquired if there was one month more than another that they should not meet.

Mr. Gordon reference the chart provided by Ms. Krause. Ms. Krause noted that November is the most canceled month for some reason. After further discussion the Board agreed on meeting in February, March, May, June, July, September, October, December.

STROBEL/POLSTER – MOVED TO INCLUDE IN THE RECOMMENDATION TO COUNCIL THAT THE LIBRARY ADVISORY BOARD WILL MEET DURING THE MONTHS OF FEBRUARY, MARCH, MAY, JUNE, JULY, SEPTEMBER, OCTOBER AND NOVEMBER.

There was no further discussion.

VOTE. YES. NON-OBJECTION. Unanimous consent.

Motion carried.

Excerpt from the minutes for the May 6, 2014 regular meeting:

NEW BUSINESS

B. Amend Bylaws to Address Changes to Meeting Schedule and Establishing Committees

Chair Gordon read the title into the record and opened discussion.

Ms. Porter inquired if everyone still agreed with the months shown. All boardmembers present agreed they were good with not meeting in January, April, August and November.

Ms. Utley opposed having to ask permission from City Council to create a committee. She opined that this may cause problems for the Board to accomplish a task in the future. Ms. Utley was concerned that this would allow censorship by the Council over the Board.

Ms. Krause provided a through explanation of the reasoning behind City Councils request to limit creation of any committee by Council approval only.

Mr. Strobel inquired about members of the Board discussing an item with each other outside of a meeting. He fully supported the change since the request to form the committee and their tasks would come from the Board.

Chair Gordon asked for a motion to approve the change.

PORTER/UTLEY – MOVED TO APPROVE THE RECOMMENDED CHANGES TO THE LIBRARY ADVISORY BOARD BYLAWS ARTICLE FOUR, MEETINGS, REDUCING MEETINGS TO FEBRUARY, MARCH, MAY, JUNE, JULY, SEPTEMBER, OCTOBER AND DECEMBER AND ARTICLE FIVE, COMMITTEES, WILL ONLY BE APPOINTED AND BECOME ACTIVE UPON APPROVAL OF COUNCIL.

There was no further discussion.

VOTE. YES. STROBEL, GORDON, PORTER, UTLEY

Motion carried.

Recommendation:

Approve the request to amend the Library Advisory Bylaws Section 4, Meetings, Reducing the annual monthly meetings to February, March, May, June, July, September, October and December and Amend Section Five, Committees, to change the creation of committees by Council through resolution only.

City Clerk/
Library Advisory Board

ARTICLE V - COMMITTEES

Section 1 ~~The Chairperson shall appoint committees~~ A committee of one or more members for such specific purposes as the business of the Board ~~may require.~~ will only be appointed and become active upon approval of Council. A memorandum and resolution will go before Council outlining the reason for the formation of a committee, tasks assigned and termination date or length of time expected to complete assigned tasks. Committees shall be considered to be discharged upon completion of the purpose for which it was appointed, and after its final report is made to and approved by the Board.

Section 2 All committees shall make a progress report to the Board at each of its meetings.

Section 3 No committee shall have other than advisory powers unless, by suitable action to the Board, it is granted specific powers to act.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska, amends the Library Advisory Board Bylaws to reflect the changes to Article Four, Meetings and Article Five, Committees, and relative sections as required.

PASSED AND ADOPTED BY THE HOMER CITY COUNCIL this ____day of _____, 2014.

CITY OF HOMER

MARY E. WYTHE, MAYOR

ATTEST:

JO JOHNSON, MMC, CITY CLERK

Fiscal Note: N/A



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Memorandum

TO: LIBRARY ADVISORY BOARD

FROM: RENEE KRAUSE, CMC, DEPUTY CITY CLERK I

DATE: MAY 29, 2014

SUBJECT: AMEND THE CIRCULATION POLICY TO UPDATE LANGUAGE AND CIRCULATION DETAILS ON ITEMS

Background

Following is the recommended updates from Library staff to the Circulation Policy in addition to what the Board reviewed and approved at the May 6, 2014 regular meeting. I have included the memorandum that will be sent to Council that includes the excerpt of the minutes of that discussion.

NEW BUSINESS

A. Recommendation to Change the Circulation Policy Adding Music CD's and Defining Overdue Fees

Ms. Dixon provided the reasoning behind the change request in the Circulation Policy for music CD's from 7 day to 14 day checkout period.

There was a brief discussion on changing the DVD's to a longer circulation period.

UTLEY/STROBEL - MOVE TO RECOMMEND CHANGING THE CIRCULATION POLICY FOR MUSIC CD'S FROM 7 DAY TO 14 DAY AND THE OVERDUE FINES FROM \$1.00 PER DAY TO \$0.15 PER DAY.

There was no discussion.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Recommendation: Approve the request to amend the Circulation Policy to update the language contained in the policy.

HOMER PUBLIC LIBRARY CIRCULATION POLICY

The Library is supported by tax funds and to the greatest extent possible, its services and resources are available to the public without charge. Materials in all formats shall be circulated on the same basis. Those materials designated for library use only, due to fragility or rarity, may circulate on a limited basis to be determined by the Library director.

LIBRARY CARDS

- A library card is the a legal and binding contract between the Library and the patron.
- A patron must present a card in good standing to borrow materials. ~~or use a computer.~~
- A patron's card will be blocked, and no services may be obtained with it, if the patron owes ~~\$5.00~~ **\$10.00** or more in unpaid fines and/or fees.
- ~~Parents~~ Legal guardians are responsible for keeping children's dependents' cards in good standing.
- **At patron request**, Library staff will renew overdue materials that have not reached the maximum renewal limit, even if a patron's card is blocked, in order to keep fines and/or fees from accumulating ~~if possible~~. Please Note: an item that has been placed on hold may not be renewed.

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LOST, STOLEN, OR DAMAGED CARDS

- A patron is responsible for notifying the Library promptly of a lost or stolen card.
- A patron is responsible for all items checked out on the card prior to it being reported lost or stolen.
- When a patron reports a library card is lost, stolen, or damaged, a block is placed or a replacement card is issued.
- A patron must be present when the a new card is issued.
- Replacement cards ~~are~~ cost \$5.00.
- A card may be replaced free of charge at the discretion of library staff for normal wear and tear (e.g., when the scanner is no longer able to read the barcode) or hardship (e.g., patron's house burned down). ~~Staff members may use their own judgment for hardship cases (e.g., patron's house burned down). It is important for all staff members to document such interactions in the patron's Extended Information field in order to assist both the patron and the library staff.~~
- A patron must verify registration information.
- A patron may have only one card library account.

FINES AND FEES

- ~~Overdue fines are assessed on items that are kept beyond their return due date.~~
- ~~The fines for the majority of circulating items are \$.15 per item per day.~~

- ~~Video (DVDs and VHSs) fines are \$1.00 per day. Please see Fines and Fees Policy for more detail.~~
- ~~Staff members may use their own judgment to waive an overdue fine; however, all significant fines should be cleared by a Library Technician III or the library director.~~

Please see Fees Schedule.

OVERDUE MATERIALS

Patrons who do not return overdue library materials after receiving two notices will be blocked until library material is returned. Patrons with large delinquencies will be referred to ~~the Cornerstone Collection Agency~~ **a collection agency** for collection and will be charged an additional \$25.00 **administration fee**, as well as all collection agency fees. Collection options include small claims action and attachment of the individual's Permanent Fund Dividend in an amount sufficient to cover the cost of what is owed.

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LOST MATERIALS

- A patron will be charged the cost of the lost item plus a processing fee.
- A patron should not purchase a replacement copy of a lost item; the ~~library~~ may choose not to accept a replacement item due to a variety of circumstances (e.g., the ~~title item~~ has a library (reinforced) binding, there is a newer edition, or more current information is available in a different ~~title item~~).
- ~~Staff members may use their own judgment to waive an overdue fine; however, all significant fines should be cleared by a Library Technician III or the library director.~~

REFUND OF REPLACEMENT FEES

- The amount paid for a lost book that is later found and returned in good condition to the ~~library~~ can be refunded within 60 days of Lost Status.
- After 60 days, the fee will not be refunded.

INCOMPLETE MATERIALS

If an ~~media~~ item is returned missing a part ~~or piece~~, it will not be checked in and fines will continue to accrue **until the missing part is returned**. If the patron does not return the missing part within 6 weeks, the patron will be charged a non-refundable replacement fee as well as a processing fee ~~of \$7.00~~.

DAMAGED MATERIALS

If an item is returned in a non-repairable condition, and this condition is due to negligence ~~on by~~ the patron's ~~part~~, the patron will be charged **a non-refundable replacement fee** ~~the cost of the item~~ plus a processing fee.

CLAIMS RETURNED MATERIALS

All staff ~~should~~ **will** refer patrons **with questions regarding claims-returned materials** to the Claims Returned Supervisor. ~~In addition, it is important for all staff members to document interactions in the patron's Extended Information field in order to assist both the patron and the Claims Returned Supervisor.~~

MATERIALS LOST TO THEFT OR NATURAL CAUSES

- At the discretion of ~~the~~ library staff, charges for materials lost or destroyed by natural causes such as fire or flood may be waived.
- The ~~L~~library may request documentation of the loss.
- The ~~L~~library will furnish a list of borrowed materials with costs for insurance purposes if asked to do so.

HOLDS

- Items owned by the ~~L~~library but not immediately available will be placed on hold (i.e., reserved) for patrons upon request.
- Items placed on hold may not be renewed; instead, the item must be returned to the ~~L~~library **by its due date** so it may be available for the patron who placed the hold.

LOAN LIMIT

- The loan limit per library card is ~~12~~ **25** items of general collection materials per patron.
- **Of the 25 items, A** patron may not have more than ~~3~~ **5** videos (DVDs or VHSs) checked out at any one time.
- Lower limits will apply for patrons with ~~special or visitor~~ **temporary** cards.

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CIRCULATION **PERIODS** **DETAILS BY ITEM TYPE**

Library materials ~~circulate for varying periods of time~~

Audio Visual Equipment

- Overnight or 2-day checkout period.
- ~~Fines are \$1.00 per day.~~
- Patron must be 18 years or older **and hold a permanent library card to borrow.**
- ~~Patron must be a resident. (If visitors need equipment, a local resident with a library card in good standing may check out the equipment.)~~
- ~~Agencies must designate a responsible employee/representative as a cardholder.~~
- The cardholder will be responsible for missing or damaged items.
- Patrons borrowing equipment must keep the equipment in their possession and not allow anyone else to borrow it.
- Circulation periods may be extended if the piece of equipment has not been reserved for another patron.

Audiobook ~~(cassette or CD)~~

- 14-day checkout period.
- Two week renewal period for up to two renewals.
- ~~Fines are \$.15 per day.~~

Book

- 14-day checkout period.
- Two week renewal period for up to two renewals.
- ~~Fines are \$.15 per day.~~

Book3 (extra week for lengthy book)

- 21-day checkout period.
- Three week renewal period for up to two renewals.
- ~~Fines are \$.15 per day.~~

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Digital Device ~~(including e-reader, and MP3 player, and electric usage meter)~~

- 14-day checkout period.
- Renewable at staff discretion.

~~Electric Usage Meters~~

- ~~14-day checkout period.~~
- ~~Use may be extended on a case-by-case basis.~~
- ~~Fines are \$1.00 per day.~~

Games

- Non-Circulating.
- Available for use in the Library.

Kit (book with CD or cassette)

- 14-day checkout period.
- Two week renewal period for up to two renewals.
- ~~Fines are \$.15 per day.~~

Magazine

- 14-day checkout period.
- Two week renewal period for up to two renewals.
- ~~Fines are \$.15 per day.~~
- Current issue does not circulate until a newer issue is available for public use.
- Circulation period may be shortened at the discretion of the library staff due to the timely subject matter of certain magazines.

- Please ask a library staff member for assistance with non-circulating magazine titles.

Maps

- Non-Circulating.
- Available for use in the [Library](#).

Music CD

- **14-day checkout period**
- **Two week renewal period for up to two renewals.**

Newspaper

- ~~14-day checkout period.~~
- ~~Two week renewal period for up to two renewals.~~
- ~~Fines are \$.15 per day.~~
- ~~Current issue does not circulate until a newer issue is available for public use.~~
- ~~Circulation period may be shortened at the discretion of the library staff due to the timely subject matter of certain magazines.~~
- ~~Please ask a library staff member for assistance with non-circulating newspaper titles.~~
- **Non-Circulating.**
- **Available for use in the [Library](#).**

Punch Bowl & Cups

- Overnight or 2-day checkout period.
- Use may be extended on a case-by-case basis.
- ~~Fines are \$1.00 per day.~~

Puppet, puzzle, or toy

- 14-day checkout period.
- Two week renewal period for up to two renewals.
- ~~Fines are \$.15 per day.~~

Vertical File

- Non-Circulating.
- Available for use in the [Library](#).

Video ~~(DVD or VHS)~~

- 7-day checkout period.
- ~~No renewals.~~
- ~~Video fines are \$1.00 per day.~~
- Maximum of ~~three~~ **five** videos checked out on a library card at a time.



City of Homer

www.cityofhomer-ak.gov

Office of the City Clerk

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Homer, Alaska 99603

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Memorandum

TO: LIBRARY ADVISORY BOARD

FROM: RENEE KRAUSE, CMC, DEPUTY CITY CLERK I

DATE: MAY 29, 2014

SUBJECT: RECOMMENDATION ON REQUEST TO DEDICATE A GARDEN AT THE LIBRARY

Background

The following information was submitted as backup to the request to dedicate a garden to the Memory of Peter Larson

Recommendation: Move to Approve the Request to Rename and Dedicate the Rotary Garden to Peter Larson Memorial Rotary Garden



MEMORANDUM

To: Library Advisory Board
From: Homer-Kachemak Bay Rotary Club
Date: May 28, 2014
Re: Naming of Library Garden

In accordance with Resolution 06-68, the Rotary Club of Homer-Kachemak Bay proposes that the City of Homer name the garden currently maintained by the Homer-Kachemak Bay Rotary Club the ***Peter Larson Memorial Rotary Garden***.

Naming the garden after Peter Larson embodies the heritage and values of the community. Peter and Flo Larson instigated the creation of the garden and designed it as a community space of beauty and reflection (see photo). The Rotary Club of Homer-Kachemak Bay adopted the garden as one of its community service projects and Peter has coordinated volunteers for weekly maintenance of the garden since its inception. The club continues to maintain the garden and seeks to recognize Peter's efforts and vision of this space that belongs to the community of Homer.

The name ***Peter Larson Memorial Rotary Garden*** complies with City of Homer Resolution 06-68 in that it falls within the category of naming after deceased people. Peter Larson passed away on January 20, 2014. There is no other similarly named garden in the City of Homer, so the chosen name will not cause confusion. Finally, Peter Larson has made significant contributions to our community through exemplary and substantial effort dedicated to numerous community organizations, City and school libraries, and his career of service with the Kenai Peninsula Borough School District. His achievements are summarized in the attached 2014 Citation from the State of Alaska Legislature and January 22, 2014 Homer News article.

We, the members of the Homer-Kachemak Bay Rotary Club, encourage the Library Advisory Board to recommend that the City of Homer name the garden presently maintained by our club members the ***Peter Larson Memorial Rotary Garden***.

Contact: Heather Beggs, President or Marie McCarty, President-Elect
kbayrotary@gmail.com 907-299-6543 (Heather)

*** PETER E. LARSON ***

The members of the Twenty-eighth Alaska State Legislature join family and friends in celebrating the life of Kenai Peninsula educator, administrator and community leader Peter E. Larson.

Peter Ellsworth Larson was born February 10, 1940, in Sioux Falls, South Dakota, to Pearl and Arnold Larson. After graduating from high school in Mandan, North Dakota, Peter received a bachelor of science in education from Dickinson State University. Following a year teaching at his high school alma mater, he served in the U.S. Air Force as a navigator/electronic warfare officer for six years and earned a commercial pilot’s license later in life.

Peter married Florence Putnam, his wife of 45 years, in 1968. The couple moved to Alaska in 1969, first to Kenai, where Peter taught science and math at North Kenai Elementary School and Kenai Junior High School. Peter made an early mark as a leader throughout the Kenai Peninsula School District. He served as principal of Homer Middle School beginning in 1985 and retired from the district in 1990 after serving as assistant superintendent of instruction. His innovative approach to curriculum development inspired his colleagues to be visionary and collaborative in their path to education. Peter earned a doctorate in curriculum and instruction from the University of Oregon in Eugene, further benefiting the students of the Kenai Peninsula and Lower Kuskokwim school districts. He also served as staff at University of Alaska Fairbanks and as administrator in international schools in Indonesia, Singapore and Malaysia.

Peter dedicated significant time in service to his community through the Homer-Kachemak Bay Rotary Club, where he served in leadership positions at the club and district levels. He gave sage advice, musical talent, expert craftsmanship, and many other contributions to countless local organizations. His accomplishments also included raising two talented sons, Erik and Bjorn, of whom Peter was a proud mentor. In his “retirement,” Peter could be found assisting Erik in homebuilding projects, or enjoying a slice of handcrafted pizza with his grandchildren at Bjorn’s pizza place.

Peter’s quiet service and calm guidance, always peppered with wit and humor, brought community-wide respect and admiration. Peter’s leadership inspired greater service in all he touched, multiplying his impact in the Homer community.

Peter is survived by his wife, Flo Larson; mother, Pearl Larson; sons, Erik and Bjorn Larson; daughter-in-law, Sasha Raupp; grandsons, Phineas and Ignatius; brothers, David and Mark Larson; sisters, Karen Syvrud and Susan Larson, and many nieces, nephews and exchange students.

The Twenty-eighth Alaska State Legislature honors the legacy of Peter Larson and his generous contributions to education and the history of Alaska. He will be missed.

<hr/> MIKE CHENAULT SPEAKER OF THE HOUSE	<hr/> CHARLIE HUGGINS PRESIDENT OF THE SENATE
<hr/> REP. PAUL SEATON PRIME SPONSOR	<hr/> SEN. PETER MICCICHE PRIME SPONSOR
Date: April 1, 2014	
Cosponsors: Representatives Chenault, Costello, Drummond, Edgmon, Feige, Foster, Gara, Gattis, Gruenberg, Guttenberg, Hawker, Herron, Holmes, Hughes, Isaacson, Johnson, Josephson, Kawasaki, Keller, Kito III, Kreiss-Tomkins, LeDoux, Lynn, Millett, Muñoz, Nageak, Neuman, Olson, Pruitt, Reinbold, Saddler, Stoltze, Tarr, Thompson, Tuck, P. Wilson, T. Wilson; Senators Huggins, Bishop, Coghill, Dunleavy, Dyson, Egan, Ellis, Fairclough, French, Gardner, Giessel, Hoffman, Kelly, McGuire, Meyer, Olson, Stedman, Stevens, Wielechowski	

Peter Larson remembered as true leader

Posted: January 22, 2014 - 6:04pm



Peter Larson

By MICHAEL ARMSTRONG

STAFF WRITER

Teacher, principal, woodworker, musician and consummate volunteer: Peter Larson, a man everyone called a natural-born leader, died Monday afternoon at his Homer home. Surrounded by family and music, Larson, 73, died Jan. 20, Martin Luther King Jr. Day, of neuroendocrine carcinoid, a rare form of cancer. Larson had been diagnosed in May of 2013, and became sicker in December.

“His life was just so full,” his wife, Flo Larson, said. “He lived such a good life. He just left us too soon.”

Larson’s resume both professionally and in retirement shows the impact he had on Homer and the Kenai Peninsula. As a teacher, he taught science and math at North Kenai Elementary School and Kenai Junior High School. In the early 1970s, Larson ran the Kenai Peninsula Borough School District’s environmental education program.

He later coordinated the gifted program and was director of secondary education. He came to Homer in 1985 to be principal of Homer Middle School. He retired from the school district in 1990 after serving as assistant superintendent of instruction.

His work in the school district took him all over the peninsula, and he considered the peninsula his home, Flo Larson said.

“We always felt like Kenai was home, Soldotna was home, Seward was home, Homer was home,” she said.

It was in volunteer organizations that Larson made his mark. Whether Kachemak Bay Rotary, AFS, Hospice of Homer, the Center for Alaskan Coastal Studies or the Kenai Peninsula Choir, Larson jumped in with enthusiasm. He had been a past president of Rotary, was treasurer of AFS and at his death was president of Hospice of Homer.

“He was like a natural born leader,” Flo Larson said. “I just think it’s one of his natural gifts. We’d move somewhere, and the next thing he was president of this organization and that.”

Darlene Hilderbrand, executive director of Hospice of Homer, called him “an absolute pleasure to work with.”

“He seemed to be able to bring out the best in people,” she said. “It was through an inner strength and an inner kindness of the heart.”

Denice Clyne, a friend and fellow school administrator who met Larson in the early 1980s when they worked at the statewide level in curriculum reform and development, said Larson was “a visionary and always a teacher.”

In Rotary, while Larson served at the district level, he also didn’t shirk from getting his hands dirty. Larson helped weed the Rotary garden at the Homer Public Library, a special project for him, said fellow Rotarian Sharon Minsch.

“He was a perfect example of what Rotarians strive to do,” she said. “Peter lived by example, service above self.”

Heather Beggs, Kachemak Bay Rotary president, called him a major leader in the club.

“He was always a model for most of our club members,” she said. “He gently guided a lot of our decision making. He was a great mentor to me.”

“It’s a loss to our community and certainly to his family,” said another Rotary friend, Gary Thomas, “He touched a lot of people in a positive way.”

One of his Homer Middle School teachers, Brenda Dolma, remembered how as a principal Larson guided them in implementing a cross-curriculum approach to teaching. They developed an integrated program where teachers communicated together about students and coordinated teaching of subjects.

“Peter listened. Peter would ask and sincerely listen and help you to be your best educator, and allow you to use your skill set to the best of your ability,” Dolma said. “Peter provided me with the opportunity to be my best self, and supported me in my best teaching. I chose to stay in our community because Peter believed in me.”

Born Feb. 2, 1940, in Sioux Falls, S.D., Larson grew up in Mandan, N.D. All four grandparents were Norwegian immigrants, although his grandfather was adopted by Swedes and took the “-son” suffix of the Swedish spelling.

“He comes from a family of woodworkers and singers. They were all musical,” Flo Larson said. “He played a really wicked clarinet.”

In high school, he played center tackle on the football team and wrestled. Larson met Flo at Dickinson State University in North Dakota, but their paths strayed apart briefly. After graduating with a bachelor of science degree, Larson served in the U.S. Air Force, rising to the rank of captain, and was an electronic warfare navigator on B-52 nuclear bombers.

“That’s why he loved all the techy stuff,” Flo Larson said. “He loved to read and he loved technology. He loved the gadgets and the computers, the iPads and the iPhones.”

“I consider him always curious,” Clyne said. “If he saw a problem, he never brought it forth without having a well thought-out notion of how it might be solved. He never put his solutions out as the way to solve the problem. He did it invitationally.”

The Air Force wanted Larson to teach at the Air Force Academy. He got reacquainted with Flo while stationed at Minot Air Force Base, N.D., where they were married. They came to Alaska in 1969 shortly after their marriage, first to Kenai and then later to Homer in 1985.

After retiring from the school district in 1989, the Larsons went to the Jakarta International School in Indonesia, where Peter Larson was an administrator and Flo a teacher. They also worked at the Overseas Family School in Singapore and the International School in Kuantan, Malaysia. The Larsons also were active in AFS and Rotary exchange programs, serving as host parents to six AFS students from Chile, Indonesia, Japan, France and Italy and a Rotary student from Brazil. They were hosts to a teacher from Thailand on an AFS educational exchange program.

“There’s flowers and cards coming in from all over the world, because Pete had a global reach,” Flo Larson said.

Larson also worked in rural Alaska, and spent four years each winter at Hooper Bay in the Lower Kuskokwim School District helping students improve test scores.

Flo Larson said her husband was an administrator even in his dying. When he became ill at the end of 2013, Peter Larson did things like write down all the passwords to computer accounts. He wanted to spend one last Thanksgiving with grandchildren in Portland, but made sure Christmas decorations were up before he left. He even sent a letter to his Rotarians letting them know of his dying.

“Up to the very end he orchestrates all this,” Flo Larson said.

Clyne said Larson had a fabulous sense of humor, a quick wit and impeccable ethics. If he said he would do something, he did it, she said.

“I just consider him to be caring, compassionate, empathetic, visionary. He left a huge legacy for us,” Clyne said.

“He was really loved by so many in the community,” Hilderbrand said. “It’s that whole thing about you sow what you reap. He gave so much to the community, and the community loved him back.”

Larson was preceded in death by his father, Arnold Larson. He is survived by his mother, Pearl Larson of Dickinson, N.D.; his sisters, Karen Syvrud, of Kenai, and Susan Larson, of Bismarck, N.D.; brothers, David Larson, of Meridian, Idaho, and Mark Larson, Kenai; son, Erik Larson; son, Bjorn Larson, and daughter-in-law, Sasha Raupp; grandchildren, Finn and Ignatius Raupp-Larson; and many nieces and nephews.

No services are yet planned. Larson was cremated in a simple wooden casket his sons made for him just before his death.

Michael Armstrong can be reached at michael.armstrong@homernews.com.



City of Homer

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Memorandum

TO: LIBRARY ADVISORY BOARD

FROM: RENEE KRAUSE, CMC, DEPUTY CITY CLERK I

DATE: MAY 29, 2014

SUBJECT: CREATING A PERMANENT STORY WALK ON LIBRARY PROPERTY

Background

Library Staff met with city residents, Ken Castner and Neil Wagner to discuss design for a permanent story walk along the Library's Bike Trail. Following is a rough diagram of the proposed trail. Since very little information is offered I suggest the Board members consider the following questions and information from the web.

Questions to consider:

- Maintenance – What are the requirements to maintain the display?
 - Who will be responsible for the Maintenance of the Display?
- Cost
 - Is there any Cost to the City? If so, how much? Will this be funded within the Library annual budget? Will this be funded from Public Works annual budget?
- Content
 - Will the story change or be the same? Who will change the story displayed? How often will it change? What type of story will be displayed?

Please note "StoryWalk" is copyrighted.

Recommendation:

Recommend Approval to City Council to Install a Permanent Story Walk on Library Property along the Bike Trail.

Story Walk Layout



The StoryWalk® Project FAQ

The StoryWalk® Project Frequently Asked Questions

What is required of me if I would like to offer StoryWalk® in my community?

What are the costs involved?

What basics should I know about preparing the books?

What about copyright laws?

How do you select a book for The StoryWalk® Project?

What are some of the books that have worked well?

How far apart did you space the pages?

How can you tell how many people have seen the StoryWalk®?

How did you set up a guest/comment book to be protected against the elements?

What suggestions do you have for someone interested in creating The StoryWalk® Project in his or her town?

If I have any other questions, how can I reach you?



What is required of me if I would like to offer StoryWalk® in my community?

Please use the name StoryWalk® and include the following statement in all promotion of the project: The StoryWalk® Project was created by Anne Ferguson of Montpelier, VT and developed in collaboration with the Vermont Bicycle & Pedestrian Coalition and the Kellogg Hubbard Library.

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What are the costs involved?

For Vermont communities who would like to borrow StoryWalk® books from us, the cost is free! If you want to create StoryWalk® books yourself, here are the costs: We purchase 3 copies of each book (2 for mounting, one for damage repair/replacement); books cost between \$7 and \$17 each so that can range from \$25 to \$50. Lamination costs about \$1 per page for 5 ml - a range of \$25 to \$40, for 10 ml - a range of \$40 - \$80 for each book depending on its length. Stakes (good ones that don't splinter, aren't heavy, won't break easily) cost close to \$1 each - most books need about 30. Sticky backed industrial strength Velcro to hold the books onto the stakes cost about \$15 that will accommodate a 30 page book. Not including tape and staples (if not using Velcro), and labor (which is the most costly) to assemble and mount the books, costs run about \$100 - \$150 per book.

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What basics should I know about preparing the books?

In general, we use 10 ml lamination sheets, reinforce the staple path with fiber tape, (or use Velcro) and use four foot mahogany stakes, (they are stronger and lighter than pine). Each page is mounted on card stock; we put the page number and contact info on the back of each page. We have the lamination done by a copy center.

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What about copyright laws?

We contacted the head of the Children's Library Services for the State of Vermont - Grace Greene - who told us that if we purchased the book, we could do what we wanted with it. The books can not be altered in any way, the pages can not be scanned or reproduced, only mount them on card stock and laminate each individual page. We make a point of purchasing new books, not taking donations or buying used books so that the writers and illustrators get full benefit. We buy all our supplies (books, stakes, laminate, etc.) from local businesses.

As it turns out, comments from parents in the guest book have indicated that often they plan to purchase the book that they have seen at the StoryWalk® Project. The Kellogg-Hubbard Library also buys a copy of the books that we use if they do not already have them in their collection.

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How do you select a book for The StoryWalk® Project?

Selection of books focuses on minimal text, finding illustrations that don't cross the center of the book, and a great story line. Smaller books work best for this project. We look for books that can be used in different seasons. Always, it is a great story line that is the key to this project – we also consistently look for books with a message of kindness and caring.

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What are some of the books that have worked well?

The StoryWalk® Project –Books 2014 with # of pages and staple or Velcro®

"Gossie" (with French translation) by Olivier Dunrea 31 p Staple
"If You Give a Pig a Pancake" by Laura Numeroff 29 p Velcro®
"The Dot" by Peter Reynolds 29 p Velcro®
"Leaves" by David Ezra Stein 32 p Velcro®
 (Gift of Anne Ferguson)
"Weezer Changes the World" by David McPhail 42 p Velcro®
"A Hat for Minerva Louise" (with Spanish translation) by Janet Stoeke 23 p Staple
"Sheep Take a Hike" by Nancy Shaw 27 p Velcro®
"South" by Patrick McDonnell 43 p Staple
"Over in The Meadow" Illustrations by Ezra Jack Keats 21 p Velcro®
"Corduroy" by Dan Freeman 29 p Velcro®
"I Took My Frog to the Library" by Eric Kimmel 21 p Velcro®
"A House for Hermit Crab" by Eric Carle 28 p Velcro®
 (A gift of the Kellogg-Hubbard Library)
"Tracks in the Snow" by Wong Herbert Yee 29 p Velcro®
"The Animals' Winter Sleep" by Lynda Graham-Barber 23 p Velcro®
"Zoom" by Istvan Banyai 32 p Velcro®
"Guyku" by Bob Raczka 39 p Velcro®
 (A gift of the Kellogg-Hubbard Library)
"Dream Big starring Olivia" by Ian Falconer 32 p Velcro®
"Mary Had a Little Lamp" by Jack Lechner 31 p Velcro®
"Me.... Jane" by Patrick McDonnell 38 p Velcro®
 (Gift of Bettie Barnes)
"Chicken Thief" by Beatrice Rodriguez 25 p Velcro®
 (Gift of Dave and Ellie Peters)
"Elusive Moose" by Joan Gonnij and Clare Beaton 33 p Velcro®

"Feeding the Sheep" by Leda Schubert 25 p Velcro®
"How to Make an Apple Pie and See the World" by Marjorie Priceman 31 p Velcro®
"We Went Looking" by Aileen Fisher 26 p Velcro®
"The Little Old Lady Who Was Not Afraid of Anything" by Linda Williams 30 p Velcro®
"Dear Mr. Blueberry" by Simon James 26 p Velcro®
"Leon and Bob" by Simon James 25 p Velcro®
"Rah, Rah, radishes" by April Pulley Sayre 32 p Velcro®
"Lost" by David McPhail 32p Velcro®
"Gem" by Holly Hobbie 32p Velcro®
 (Gift of the Mad River Path Association)
"The Library" by Sarah Stewart 30p Velcro®
"Mole Music" by David McPhail 30p Velcro®
 (Gift of Sally Armstrong)
"The Teddy Bear" by David McPhail 30p Velcro®
"Stella, Fairy of the Forest" by Marie-Louise Gay 31p Velcro®
 (Gift of the Mad River Path Association)
"Look Out, Kindergarten, Here I Come!" by Nancy Carlson 31p Velcro®
 (With Spanish Translation – Gift of the Kellogg-Hubbard Library)
"The Mitten" by Jan Brett 31p Velcro®
 (Gift of Joe Tetreault)

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How far apart did you space the pages?

That depends on the length of the route available, the number of forks or intersections it has and the number of pages in the book. Make sure that the readers know where to find the following page, it is best if the next page can be seen. About 40 paces or so seems like a good distance between pages. We have found that a half-mile total distance works well for small children.

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How can you tell how many people have seen the StoryWalk®?

We place a guest book at the end of the StoryWalk® and ask readers to tell us the date, number in party, and any comments or suggestions that they have for the project.

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How did you set up a guest/comment book to be protected against the elements?

We have placed a loose-leaf binder in a weatherproof box along with pencils (pens freeze and won't write on damp paper). The boxes are ones developed for real estate information with lids that can be mounted or attached to stakes.

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What suggestions do you have for someone interested in creating The StoryWalk® Project in his or her town?

Start by finding some other like-minded people to work with on this project. We work well as a team and offer different perspectives and experiences. This project combines the benefits of physical activity, time outdoors in nature, literacy, and family time. Because of that, many community partners are interested in it and it lends itself well to funding from different sources. Try to involve other members of the community in the project in different ways; it lends itself to creative adaptations. Our senior center group translated a book into French for us. We have had the high school Spanish class translate one for us as

well. A children's nature center was inspired to write and illustrate their own books.

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If I have any other questions, how can I reach you?

Anne Ferguson storywalkvt@yahoo.com

Nancy Schulz
Vermont Bicycle & Pedestrian Coalition
PO Box 1234
Montpelier, VT 05601
(802) 225-8904
nancy@vtbikeped.org

Rachel Senechal
Kellogg-Hubbard Library
135 Main St.
Montpelier, VT 05602
(802) 223-3338
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STORYWALK™

What is a StoryWalk™?

Combining physical activity with literacy may seem like an odd mix, but it's an innovative way to get people of all ages out walking while reading children's picture books. Pages of a book are transformed into signs that are then laid out on a trail inviting families, children, caregivers, teachers and others to follow the path of pages.

Our StoryWalk™* pilot was developed using the picture book, *Scoot!*, by Maine author/illustrator, Cathryn Falwell. Cathryn gave Let's Go! permission to use her book in this way, and created extra illustrations that demonstrate to children how they can move like the animals featured in the pages of *Scoot!*. This StoryWalk™ contains 28 pages or signs that can be placed along any path.



Later we added *Down to the Sea with Mr. Magee* by Maine author/illustrator Chris Van Dusen. Chris gave Let's Go! permission to use his book in this way. Chris also created extra illustrations that demonstrate to children how they can move like the characters in his book. This StoryWalk™ has 21 pages or signs.

Through a FY10 Community Mini-Grant, Let's Go! funded the production by WinterKids of a StoryWalk™ of the book *Snow Day!* by author Patricia Lakin and illustrator Scott Nash. The authors gave WinterKids permission to use their book for this purpose.

Where can I use a StoryWalk™?

StoryWalk™ can be set up on playgrounds, walking paths, hiking trails or fields. Our signs are wind proof and water proof and can be placed at different heights for various age levels. You also can use them indoors by propping them up against a wall, or possibly through chair backs. Stakes should not be removed from StoryWalk™s, as it damages the story boards.



Why a StoryWalk™?

Let's Go! wanted to offer an activity rich in literacy and healthy movement.

A StoryWalk™ is a great simple way to encourage physical activity and increase reading among youth and families.

How might my organization borrow a StoryWalk™?

In the Portland, Maine area: For information on borrowing the *Let's Go! StoryWalk™ Scoot!* contact either Jackie Rogers at 207.541.6952 / e-mail jrogers@portlandmaine.gov or Amanda Hutchins at 207.874.8618 / e-mail ahutchins@portlandmaine.gov.

In the Rockport, Maine area: For information on borrowing the *Let's Go! StoryWalk™ Down to the Sea with Mr. Magee*, contact Adrienne Gallant at 207.596.8951 / e-mail agallant@penbayhealthcare.org.

Snow Day! To borrow *Snow Day!*, please contact Marion Doyle directly through the Winterkids Program at mdoyle@winterkids.org.

Interested in Creating Your Own StoryWalk™? Click [here](#) for StoryWalk™ FAQs from Vermont Bicycle and Pedestrian Coalition.

*The StoryWalk™ concept was created by Anne Ferguson and developed in cooperation with the Kellogg Hubbard Library and the Vermont Bicycle & Pedestrian Coalition. FMI contact [Anne](#).

Homer Public Library Advisory Board

2014 Strategic Plan

Mission Statement

The Homer Library Advisory Board is formed pursuant to Chapter 1.48 of the Homer Municipal Code to advise and to advocate for the needs of the Homer Public Library.

Library Advisory Board Values

The members of the Library Advisory Board (LAB) will represent the LAB and will advocate for the needs of the Homer Public Library (HPL) to the public, library staff, city government and the city council.

The LAB will develop a unified vision and message that embodies the HPL.

The LAB will collaborate with stakeholders, library staff and city staff on a comprehensive plan to establish a library that meets 21st century standards.

The LAB will encourage communication and collaboration between and among community, staff, volunteers, policy makers and the media around the needs of the HPL.

Library Advisory Board Goals

To advocate for the needs of the HPL, the staff, patrons and activities.

To recommend increased funding for books to modernize and broaden the collection.

To communicate the strengths and assets of the HPL to the public and to policy makers.

To establish operational policies in collaboration with library staff and recommend those policies to the Mayor, City Manager and City Council for action.

To advise the Library Director on the development of budget priorities as well as to recommend additional sources of funding.

To advocate for adequate staffing to address the changing needs of the HPL including supporting the Library Director's request for seasonal, temporary help and an increase in services to youth.

To strengthen ties with advocacy groups, most especially, the Friends of the HPL.

1. To identify safety and other facility issues and to bring them to the attention of the Library Director and the appropriate city staff.

To recommend that the City's Economic & Community Development Coordinator assist the Library Director in identifying potential sources of revenue and seeking said grants.

To develop with library staff, the Friends and other interested stakeholders a comprehensive plan for the HPL that includes a vision of where the library will be in 5 years.

To develop an ongoing media campaign to disseminate and promote the Library's vision.

Attend City Council meetings.

Library Advisory Board Priorities:

(Recommend that the LAB prioritize goals into immediate and long-term.)

At the December 10, 2013 Special Meeting the following was prioritized:

1. Correct the lack of drainage and subsequent icing in the handicapped parking area.

2. Writing and Updating Policies –

☐ Collection Development Policy which includes the Selection Policy

☐ Internet and Security Policy

☐ Social Media Policy

3. Strengthen ties with Advocacy groups, especially the Friends of the Homer Public Library.

2014 HOMER CITY COUNCIL MEETINGS
LIBRARY ADVISORY BOARD MEMBER ATTENDANCE

It is the goal of the Board to have a member speak regularly to the City Council at council meetings. There is a special place on the council's agenda specifically for this. After Council approves the consent agenda and any scheduled visitors it is then time for staff reports, commission reports and borough reports. That is when you would stand and be recognized by the Mayor to approach and give a brief report on what the Board is currently addressing, projects, events, etc. **A Board member is scheduled to speak and has a choice at which council meeting they will attend. It is only required to attend one meeting during the month that you are assigned.** However, if your schedule permits please feel free to attend both meetings. Remember you cannot be heard if you do not speak.

The following Meeting Dates for City Council for 2014 is as follows:

January 13, 27 2014	<u>Phil Gordon</u>
February 10, 24 2014	_____
March 10, 24 2014	_____
April 14, 28 2014	<u>Nan Porter</u>
May 12, 27 (Tues)	_____
June 9, 23 2014	<u>Nan Porter</u>
July 21 2014	_____
August 11, 25 2014	_____
September 8, 22 2014	_____
October 13, 27 2014	_____
November 24, 2014	_____
December 8, 2013	_____

Please review and if you will be unable to make the meeting you are tentatively scheduled for please discuss.

PLEASE NOTE: When additional Board members are appointed the proposed schedule above will reflect those added members.

