

Session 17-07, a Regular Meeting of the Library Advisory Board was called to order by Chair Peterson at 5:31 p.m. on November 7, 2017 at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: BOARDMEMBER KUSZMAUL, VANCE, FALLON, PETERSON, MASSION, FINN,
FAIR, AND SPRINGER

STAFF: LIBRARY DIRECTOR DIXON
DEPUTY CITY CLERK KRAUSE

APPROVAL OF THE AGENDA

MASSION/FINN MOVED TO APPROVE THE AGENDA AS WRITTEN

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

PUBLIC COMMENT REGARDING ITEMS ON THE AGENDA

RECONSIDERATION

VISITORS/PRESENTATIONS

APPROVAL OF MINUTES

A. October 3, 2017 Regular Meeting Minutes

KUSZMAUL/SPRINGER MOVED TO APPROVE THE MINUTES.

There was no discussion

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

REPORTS

A. Library Director Report –

1. Statistics for 2017 (Laydown)

Library Director Dixon provided clarification for the last bullet point in the minutes on page two. She wasn't quite sure what was presented but typically the statistics represent a year to year comparison not month to month, and it is normal for a slight decrease August to September however in the year to year comparison there was a minimal decrease in circulation but an increase in attendance by almost 2000.

Library Director Dixon informed the board about the following items:

- Staff is working on revisions to the Privacy Policy and it should be ready soon to present to the Board for review and approval
- Claudia Haines and herself are scheduled at KBBI in celebration of Media Week tonight along with clips from the panel held in September
- There is a software glitch on the new computers that is being resolved on a computer by computer basis when it happens
- The WiFi project has been completed
- Provided input from the DIR Conference in Girdwood as follows:
 - Challenging fiscal times at the state level
 - Many rural libraries in the state do not have professional staff
 - State cut travel grants for training which will affect our library
 - Big turn over in Library Directors with more than half new and many of those hired from out of state, many have retired due to the uncertainty at the state level
 - Started a “mentor/mentee” program which involves experienced Librarians volunteering to mentor new personnel
- Library will be closed on Friday for Veterans Day Holiday and open on the actual holiday Saturday

The Board reviewed the statistics and provided a brief explanation for Boardmember Fair. There was a comment on the gifts to the Library and that it doesn't reflect the donations made to the Friends.

B. Friends of the Library – Last Meeting Report

1. Next Meeting is November 15, 2017 @ 6:00 p.m. in the Library

There was no report for the last meeting and Board member Finn volunteered to attend the next meeting.

Boardmember Fallon arrived at 5:50 p.m.

PUBLIC HEARING

PENDING BUSINESS

A. LAB Goals for the Year Ahead

Chair Peterson noted that they held a worksession on Monday, November 6, 2017 and out of that worksession they developed the following goals:

- Develop guidelines for Legacy donations
 - Determine where they should go and have a checklist that people could choose from for dedicating those funds
- Identify other Kenai Peninsula Boards, Groups or Associations to create or develop and assist in creating support for the Borough to take on library powers.
 - They can use OWL for conferencing meetings
- Writing a column once a month for the Local papers on Library news and events.

- Boardmember Finn will be submitting the first column for publication the week of Thanksgiving dividing into three sections ongoing in person activity, ongoing online activity and the special of the month
- Book Tree for the Christmas holidays.
 - Chair Peterson will stop in at the Homer Bookstore to see if they could and would do this. It will be a paper ornament and patron would purchase the books and leave with the Bookstore.
 - Staff will prepare a list of books based on price point and variety
 - Chair Peterson noted that the Nutcracker Faire will only allow local Homer authors and they charge for the table
- The Board members discussed adding September back in to the meeting schedule since it is in the Budget process and they lose some input during this important time of the year.
- The new Board members were apprised of the report requested from City Council on generating revenue from non-city residents and budget cutting/savings for the library and getting Council to act on the other recommendations submitted by the Board.
- Applying for a grant with the Alaska Community Foundation
- Provided a synopsis on the reason and issues with having a service area versus the Borough taking on library powers and those inherent issues and buy-in for new members present.

There was a brief discussion on the work and community input on initiating a service area and what the actual focus is for having a service area and getting people to pay for the library service that live outside the city limits. Library Director Dixon will provide the report for the new members. Further discussion on the goals for getting support and funding from either the Borough, and/or non-city residents that is fair, equitable and sustainable and how to determine those qualities ensued.

The Board will revisit the issue of getting further direction from Council.

NEW BUSINESS

A. Welcome New Board Member

The Board welcomed the newest member Clark Fair and introduced themselves. Board member Fair provided a little background on himself.

B. 2018 Budget Review

Library Director Dixon reported that the proposed budget was \$872,238.00 for 2018.

Boardmember Kuszmaul noted that the draft budget is available online and that there were several line items increased due to an increase in costs.

A very brief discussion on the capital budget request \$20,000 ensued.

C. Letter of Support

Chair Petersen noted the laydown item and requested a motion to approve the memorandum. She noted the change requested by Library Director Dixon.

Boardmember Kuszmaul inquired about the parentheses and Library Director Dixon stated they were not needed.

FAIR/MASSION MOVED TO APPROVE THE MEMORANDUM OF SUPPORT AS AMENDED.

There was no discussion.

VOTE: NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Chair Peterson will make corrections and forward to Deputy City Clerk Krause.

D. 2018 Regular Meeting Schedule

Chair Peterson stated that at the worksession on Monday, November 6, 2017 the Board agreed to add a meeting in September to the regular agenda since it is vital to the budget timeline. She requested a motion to approve.

MASSION/SPRINGER - MOVED TO ADOPT THE 2018 REGULAR MEETING SCHEDULE AS AMENDED.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

INFORMATIONAL ITEMS

A. 2016 Board Member Attendance at Council Meetings

Chair Peterson stated that Board member Massion has volunteered to go to the next two City Council meetings.

Board member Massion stated that he preferred reporting to the Council on the goals of the Board for 2018 instead of focusing on additional funding and in response to suggestions from the Board he will include a few goals of the Board and mention that they are working on developing strategies to continue to support our great Library.

There was a brief discussion on the budget will be up for public hearing and soliciting for the public to attend to request funding the budget request.

COMMENTS OF THE AUDIENCE

There was no comments from the audience present.

COMMENTS OF THE CITY STAFF

There were no comments from staff.

COMMENTS OF THE BOARD.

There were no comments from the Board.

ADJOURN

There being no further business to come before the Board the meeting adjourned at 7:20 p.m. The next regular meeting is scheduled for Tuesday, December 5, 2017 at 5:30 p.m. at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

RENEE KRAUSE, CMC, DEPUTY CITY CLERK

Approved:_____