

Session 18-08, a Regular Meeting of the Library Advisory Board was called to order by Chair Jacque Peterson at 5:25 p.m. on November 6, 2018 at the City Hall Conference Room located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: BOARDMEMBERS PETERSON, MASSION, SPRINGER, FINN, FAIR, AND STUDENT REPRESENTATIVE BENEDETTI

ABSENT: BOARDMEMBER KUSZMAUL (excused)

STAFF: LIBRARY DIRECTOR DIXON
DEPUTY CITY CLERK TUSSEY

APPROVAL OF THE AGENDA

MASSION/FAIR MOVED TO APPROVE THE AGENDA FOR THE NOVEMBER 6, 2018 LIBRARY ADVISORY BOARD MEETING.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

PUBLIC COMMENT REGARDING ITEMS ON THE AGENDA

RECONSIDERATION

APPROVAL OF MINUTES

A. October 1, 2018 Special Meeting Minutes

Library Director Dixon questioned the meaning of one statement, with Chair Peterson providing clarification.

FINN/MASSION MOVED TO APPROVE THE OCTOBER 1, 2018 SPECIAL MEETING MINUTES.

There was no further discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

VISITORS/PRESENTATIONS

A. Mayor Castner – Commission Goals for the Upcoming Year

Chair Peterson introduced Mayor Ken Castner. Mayor Castner thanked the board for their service and shared his appreciation that they attend City Council meetings to give reports. He then posed the question: what is it that he can do [for the Library Advisory Board]? He further explained his stance on getting LAB items on the agenda, level of involvement as a policymaker, supporting budget items, and his goals of connecting with all advisory commissions/board.

He noted that he has the power of recognition, and invited the board to annually recommend a volunteer to be recognized in front of their peers at a LAB meeting.

Mayor Castner shared additional thoughts on being the new mayor, then asked the board if they had any questions for him. Boardmember Massion inquired into a possible surplus in budget; there is a request to add an additional \$10,000 to bring the book budget back up to 2015 numbers. Discussion ensued on library funding, history on how it's been funded, and history on the library building itself.

Mr. Massion noted that Ms. Dixon will be retiring soon, and asked the mayor if the LAB chair can sit in on the interview for the new Library Director. There was discussion on the decision being up to the City Manager, who can be included in the interviews, and the estimated replacement schedule.

REPORTS

- A. Library Director Report for November 2018
 - i. 2018 Statistical Report – laydown
 - ii. 2017 Statistical Report
 - iii. Library's Budget Requests

Chair Peterson deferred to the Library Director. Ms. Dixon reported on statistics/budget, book circulation, how busy October was, and the hiring of a new part time employee.

Boardmember Finn requested a brief pause in Ms. Dixon's report to introduce public audience member Connor Schmidt, who is interested in possibly filling the LAB vacancy. The board welcomed him and unanimously agreed, without a motion, to allow Mr. Schmidt to participate in the meeting at the table.

Ms. Dixon continued her report, noting the large amount of participation in the Small Fry Storytime, and Debbie Waldorf's retirement. She announced the library is looking to expand a pilot project for "unverified student" cards: special cards for kids that have barriers (such as no parent permission) preventing them from getting a library card. This project initially began from a request by a teacher to help with visiting students (e.g. Razdolna) that don't have cards. It allows the student to check out at least two items and gain access to their database. Boardmember Springer voiced concern that there may be other reasons they're not applying, such as cultural barriers.

Ms. Dixon brought up how Anchorage schools have started providing parents an option on public school enrollment forms to sign their child up automatically for a public library card. She explained that one of the primary goals of this pilot project is to work with the Kenai Peninsula Borough School District to see if a similar option could be established here.

There was additional questions/discussion on:

- An article link from The Guardian in Ms. Dixon's report and its findings

- The new part-time person and his background with the library
- Approval of the Security Camera budget request
- Denial of the book budget request and the reasoning behind that decision

B. Friends of the Library
i. FHL November Newsletter

Boardmember Finn reported on the Friends of the Homer Library October meeting, with brief discussion on the following topics:

- Presentation update on the new bookmobile design;
- 135 books being circulated among the three Russian villages, with FHL volunteers swapping boxes of books out each quarter since they do not have libraries in the schools;
- Upcoming events such as the Big Read;
- City Council support for a budget amendment to help with library projects.

PUBLIC HEARING

PENDING BUSINESS

A. Business Survey Results

Ms. Dixon and the board discussed the results from the Small Business survey, including:

- That not many businesses have talked to the local Alaska Small Business Development Center;
- The most requested item was classes/training opportunities;
- The purpose of the study was to determine what the library could offer to help these businesses;
- How Mike Haines from the Kenai Peninsula Economic Development Division would be interested in holding workshops;
- How the program/workshop planning is still in the preliminary stage and not ready for public knowledge yet;
- The age group that responded the most to the survey (55 and over), and how needs may change in the future when aging business owners retire.

B. Library Giving Tree Update

Chair Peterson provided the board with an update on the Giving Tree program, commenting on the tree donation, sharing samples of the reusable tags, and reiterating the process between the library and Homer Bookstore. There was discussion on the selected books and if there was anything else boardmembers could volunteer to help with.

NEW BUSINESS

A. Proposed 2019 City Manager's Budget

Ms. Dixon fielded questions from boardmembers pertaining to the library budget. Their discussion primarily focused on the "Actual & Budgeted Expenditures" comparison from 2013 to 2016, with a significant drop in 2017. Ms. Dixon clarified that at that time, more funds were needed to replace the

old books after the library moved into the new building and getting the book circulation caught up; the higher budget helped, but now it's needed to maintain the collection. They discussed Rassmussen "collection enhancement grants", how they help with budgeting, and where library staff currently is with applying for grants.

B. Library Advisory Board Goals for 2019

Chair Peterson explained that the goals outlined in the packet are a work in progress and requested the board to provide input/additions. The board discussed the following topics:

- Formulate a formal policy to expand the student card pilot project, with possible expansion into communities across the bay;
- Library staff training for handling homeless adults, the costs to take the online training, and its accessibility to others such as boardmembers;
- Bylaw amendments, with a first reading of the draft at the December meeting.

C. Meeting Schedule for 2019

The board and Deputy City Clerk Tussey discussed what regular meetings are outlined in the bylaws, the verbiage for a motion to approve the schedule, and how they can add/change meeting dates. Chair Peterson confirmed with Ms. Tussey that the board still had a worksession scheduled for Monday, January 7, 2019.

FINN/MASSION MOVED TO APPROVE THE 2019 LIBRARY ADVISORY BOARD MEETING SCHEDULE.

There was no further discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

INFORMATIONAL ITEMS

- A. Newsguard Informational Handout
- B. Boardmember Attendance at 2018 City Council Meetings

Library Director Dixon shared her interest in the NewsGuard browser extension, which was described in the informational handout.

Chair Peterson referenced the upcoming City Council meeting attendance sheet. There was discussion on the upcoming meetings through January 2019 and who would be available to attend them. Boardmember Massion agreed to attend the November 26th meeting and Boardmember Finn the January 14th meeting.

COMMENTS OF THE AUDIENCE

Mr. Schmidt thanked the board for letting him participate in the meeting.

COMMENTS OF THE CITY STAFF

Library Director Dixon and Deputy City Clerk Tussey had no further comments.

COMMENTS OF THE COUNCILMEMBER

There was no Councilmember present.

COMMENTS OF THE CHAIR

Chair Peterson noted that she will not be here for the December meeting and that Vice Chair Kuszmaul will be chair.

COMMENTS OF THE BOARD

Boardmember Finn asked the board who can attend the next Friends of the Homer Library meeting. There was brief discussion between Boardmembers Springer and Massion to determine who could go.

Boardmember Massion, Springer, Fair, and Student Representative Benedetti had no further comments.

ADJOURN

There being no further business to come before the Board the meeting adjourned at 6:47 p.m. The next regular meeting is scheduled for Tuesday, December 4, 2018 at 5:30 P.M. at the Council Chambers located at City Hall, 491 E. Pioneer Avenue, Homer, Alaska.

RACHEL TUSSEY, DEPUTY CITY CLERK I

Approved:_____