

Session 18-07, a Special Meeting of the Library Advisory Board was called to order by Chair Jacque Peterson at 5:30 p.m. on October 1, 2018 at the City Hall Conference Room located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: BOARDMEMBERS PETERSON, KUSZMAUL (arrived at 5:40 p.m.), MASSION, SPRINGER, FINN, FAIR (excused at 5:59 p.m.), STUDENT REPRESENTATIVE BENEDETTI

STAFF: LIBRARY DIRECTOR DIXON
DEPUTY CITY CLERK TUSSEY

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

APPROVAL OF MINUTES

A. September 4, 2018 Regular Meeting Minutes

Boardmember Finn noted one correction under New Business, Item A, to amend the worksession date.

MASSION/FAIR MOVED TO APPROVE THE MINUTES AS AMENDED.

There was no further discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

VISITORS/PRESENTATIONS

REPORTS

A. Library Director Report

Library Director Dixon reviewed the 2018 library statistics, provided as a laydown. She requested from Deputy City Clerk Tussey that last year's statistics be included in each packet. Ms. Dixon reported and facilitated discussion on the following topics:

- Art in the Library – Applications due October 8th with a selection meeting on October 16, 2018
- Old artwork in library storage – Determining a plan on what to do with it
- Budget requests submitted to City Manager for books and replacement of security cameras
- Business Survey results are in – 40 respondents, in the process of analyzing the results

Boardmember Kuszmaul arrived at 5:40 p.m.

Ms. Dixon continued summarizing her report. There had been a written request for the library to be open on Sundays, which prompted re-evaluating the library's hours of operation and could possibly lead to an increase in hours. She noted a few staff changes and that the Library Technician I position is currently being advertised. Ms. Dixon also shared with the board that she will be retiring the end of next April. Discussion ensued on the hiring process, having a LAB member on the interview committee, hiring out nationally vs. locally, and the job description.

There was brief discussion on upcoming library events, including a candidate forum and the Friends of the Homer Library Book and Plant Sale.

B. Friends of the Library

PUBLIC HEARING

PENDING BUSINESS

NEW BUSINESS

A. Planning for Christmas Giving Tree

Chair Peterson initiated discussion with a suggestion that the board call it the "Giving Tree" rather than a "Christmas Giving Tree" to ensure it's inclusive to all faiths around the holidays. The board concurred. She then presented a sample of what she had in mind for the tags that will hang on the tree, to help update the gift tag process. There was discussion on the process overall, reviewing how it had been done in the past and what would be the same or different this year.

Boardmember Springer posed the question if the book had to be purchased from The Bookstore, or if it can be purchased elsewhere or brought in from personal collections. There was deliberation about exclusively using The Bookstore for the following reasons:

- The program is a partnership with The Bookstore; supports a local business vs buying online
- They offer decent discounts for the books; about 20%
- They maintain the list of which gift tags have been taken
- Other local bookstores are either "vanity" stores or specialize in used books

Boardmember Fair left the meeting at 5:59 p.m.

Discussion continued on the Giving Tree process on the following points:

- Pricing Points – Ensuring there's enough in the lower ranges; prices provided by The Bookstore;

- Selecting Books – Library staff oversees selecting books from their areas of expertise (fiction, children, etc.);
- Tag Design – Reusable, decorated plastic tags; Chair Peterson volunteered to make up the tags and gift book slips that go in them;
- Scheduling/Timeframe – Suggested start-date within the second week of December, no later than December 8th; mainly determined on when trees are available from SBS;
- Advertising/PR – Promotions in the newspaper and/or radio; Boardmember Kuszmaul volunteered to oversee PR and compiling a newspaper piece that highlights the partnership between the library, Spenard Builders Supply, and The Bookstore.

B. Fee Schedule Review

There was questions and discussion on the fee schedule and the proposed changes. Library Director Dixon explained how library staff had reviewed their fee schedule and noted some items needing revision, such as:

- Overdue Items/Digital Devices
- Bill Notice/Maximum Overdue Charge per Item
- Replacement/Repair of Items for Alaskana Lost Out-of-Print Items
- Replacement/Repair of Items for Non-Fiction and Fiction Lost Out-of-Print Items

FINN/MASSION MOVED TO RECOMMEND TO CITY COUNCIL TO APPROVE THE PROPOSED AMENDMENTS TO THE LIBRARY'S FEE SHCHEDULE.

There was no further discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

INFORMATIONAL ITEMS

- A. September Statistical Report – *Laydown*
- B. Mayoral Recognition for Keegan Partridge Eagle Scout Project
- C. Boardmember Attendance at City Council Meetings 2018

Chair Peterson reiterated the board's request to have 2017's statistics in the packet for comparison and noted the recognition of Keegan Partridge for his Eagle Scout story trail project.

Boardmember Massion agreed to attend the remaining 2018 meetings. He shared that he will be missing the January/February 2019 meetings if another boardmember would like to attend those council meetings. Boardmember Kuszmaul opined that it would be a good opportunity for Student Representative Benedetti to give one of the LAB's reports at a City Council meeting. Mr. Benedetti shared his interest in attending, possibly with Mr. Massion. Ms. Kuszmaul further suggested to Mr. Benedetti if there was something in particular, or goals, he had in mind for working on the Library Advisory Board as the student representative, that he was welcome to report on those at the meetings.

COMMENTS OF THE AUDIENCE

COMMENTS OF THE CITY STAFF

Deputy City Clerk Tussey reminded the board that the regular November meeting will be held in the upstairs Conference Room at City Hall due to election in the Council Chambers.

Library Director Dixon had no further comments.

COMMENTS OF THE COUNCILMEMBER

There was no Councilmember present.

COMMENTS OF THE CHAIR

Chair Peterson had no further comments.

COMMENTS OF THE BOARD

Boardmember Finn shared her appreciation for having the Friends of the Homer Library Newsletter in the packet.

Boardmember Springer stated she had many books on oral history and commercial fisheries in the State of Alaska, and she would like to be able to share a list of those books with the library.

Boardmember Kuzmaul noted that she will not be here for the November 6, 2018 meeting. There was brief discussion on meeting attendance; Chair Peterson stated that she will not be here for the December 4, 2018 meeting so Ms. Kuzmaul would oversee chair duties and assisting staff with planning the agenda. Ms. Kuzmaul also shared that while her family was visiting from Wasilla they went to the library and voiced how much they loved the Homer Library.

Boardmember Massion and Student Representative Benedetti had no further comments.

There was brief discussion on the current status of the Argent Kvasnikoff art donation proposal and the time/location of the next regular meeting.

ADJOURN

There being no further business to come before the Board the meeting adjourned at 6:27 p.m. The next regular meeting is scheduled for Tuesday, November 6, 2018 at 5:30 P.M. at the City Hall Conference Room located at 491 E. Pioneer Avenue, Homer, Alaska.

RACHEL TUSSEY, DEPUTY CITY CLERK

Approved: _____