

Session 22-07, a Regular Meeting of the Library Advisory Board was called to order by Chair Kate Finn at 5:30 p.m. on September 20, 2022 at the City Hall Conference Room located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom Webinar.

PRESENT: BOARDMEMBERS KUSZMAUL, BAILY, FAIR, SPRINGER, DOLMA, MCKINNEY, FINN

CONSULTING: STUDENT REPRESENTATIVE JOHNSON

STAFF: LIBRARY DIRECTOR BERRY
FINANCE DIRECTOR WALTON
DEPUTY CITY CLERK TUSSEY

AGENDA APPROVAL

DOLMA/KUSZMAUL MOVED TO APPROVE THE AGENDA.

BAILY/KUSZMAUL MOVED TO AMEND THE AGENDA BY ADDING NEW BUSINESS ITEM B TO INCLUDE DISCUSSION ON PLANNING A LIBRARY FAMILY-WIDE SOCIAL GATHERING IN THE NEXT FEW MONTHS.

Boardmember Baily explained how prior to the pandemic there were periodic social functions and he would like it if the board discussed plans to hold another. At Chair Finn's request, Deputy City Clerk Tussey clarified the process for amending the agenda and how any items added can be discussed but action cannot be taken since it was not properly noticed.

VOTE (amendment): NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

There was no further discussion on the main motion as amended.

VOTE (main motion as amended): NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

PUBLIC COMMENT REGARDING ITEMS ON THE AGENDA

RECONSIDERATION

APPROVAL OF MINUTES

A. August 16, 2022 Regular Meeting Minutes

FAIR/BAILY MOVED TO APPROVE THE AUGUST 16TH REGULAR MEETING MINUTES.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

VISITORS/PRESENTATIONS

STAFF & COUNCIL REPORT/COMMITTEE REPORTS

- A. Library Director Report for August 2022
 - i. 2021 & 2022 Statistical Reports

Library Director Berry reviewed his written staff report with the board. He responded to questions regarding the new streaming video service Kanopy, the reasoning behind the decision to take down the Plexiglas around the circulation desk and computers, details on some of the special events scheduled, and clarification on the library statistics.

- B. Legislative Update

Chair Finn gave a verbal report. Her contact at the Alaska State Libraries, Archives and Museums Division, Patience Frederickson, is retiring and she has appreciated the information they provide. On a federal level, Congress is set to consider a Senate Appropriations bill that includes crucial funding for library facilities and has been supported by Senator Murkowski. Chair Finn encouraged boardmembers to voice their support to our representatives.

Library Director Berry commented on the staffing changes taking place at the State Library in Juneau.

- C. Fundraising Update

Boardmember Kuszmaul gave a verbal report. Mooserun Metalsmith has completed the order of metal fish and they will need to start working on scheduling an event where the donors are recognized while their fish plaque is installed. Discussion ensued on who would be invited, scheduling logistics, and it potentially taking place this fall.

Boardmember Kuszmaul spoke to her draft Endowment Fund Frequently Asked Questions sheet that was provided as a laydown item. She gathered feedback on the draft's details and facilitated discussion with the board on where they are at with donation outreach. There was discussion with staff on how City Council is involved with approving donated funds and allocating disbursements.

PUBLIC HEARING

PENDING BUSINESS

- A. FY 2024/2025 Budget – Library Infrastructure Needs
 - i. Budget Development Schedule for FY 2024 & 2025

Chair Finn introduced the agenda item by reading the title and deferred to Library Director Berry.

Mr. Berry described the infrastructure repairs needed to the library facility and his plan to request funding for those repairs. He has been working with Building Maintenance to gather estimated costs and determine different options, and explained which projects are the most critical at this time, particularly the exterior siding. In response to his questions, Finance Director Walton explained how the library's infrastructure fund was rolled into the City-wide Capital Asset Repair and Maintenance Allowance (CARMA) Fund and how money is allocated from it.

The board and Mr. Berry discussed which projects were higher in priority, and what could wait for the FY 2024 budget. The following projects were identified as the most urgent, in order of priority: 1) Siding on all the exterior surfaces of the building, 2) Roof leaks, and 3) HVAC system.

There was discussion on the ADA improvements needed in the library. Deputy City Clerk Tussey spoke to the recently-adopted ordinance that accepted and appropriated a State FY2022 Community Assistance Program payment to the CARMA fund specifically for ADA improvements. These ADA-compliant improvement projects included City-wide interior signage and restrooms, and regrading parking lots. She explained how the City has an ADA Transition Plan that identifies all the compliance issues throughout the City, including the Library, and the work the ADA Compliance Committee does to implement that plan.

Mr. Berry did not have any suggested action for the board but requested their feedback on any other infrastructure or budget requests. Discussion ensued on the long-standing request to install a drop-down gate in the entryway, how it remains to be cost-prohibitive at this time but is still of great interest to the library and LAB. Mr. Berry then spoke on the operation budget increases he will be proposing; most of the City departments are requesting similar increases to keep up with cost inflation and he does not see any objections from Council.

In response to Boardmember Kuszmaul's request for direction on where the LAB can assist in the budget process, Mr. Berry commented on which dates in the Budget Development Schedule would be of importance to the LAB. Ms. Tussey noted that this agenda item is another opportunity for the board to voice their support for Mr. Berry's budget suggestions or to recommend some of their own.

KUSZMAUL/DOLMA MOVED TO APPROVE THE LIBRARY INFRASTRUCTURE REPAIR NEEDS IDENTIFIED BY THE LIBRARY DIRECTOR THAT PRIORITIZE EXTERIOR LIBRARY SIDING, ROOF LEAKS, HVAC SYSTEM, PARKING LOT DRAINAGE, AND ADA IMPROVEMENTS FOR THE FY 2024/2025 BUDGET REQUESTS.

Chair Finn inquired on when would be a good time to discuss or propose their "pie in the sky" budget requests, such as the drop-down gate in the entryway and a larger conference room. Mr. Berry commented the best time would be during strategic planning. Boardmember Kuszmaul noted that if the City Manager is wanting to have 5 or 10-year visioning plans then that would be a good time to offer.

Chair Finn confirmed with Ms. Tussey the current motion on the floor.

There was brief discussion on the Budget Development Schedule, how the City Manager's Office is working with various City departments/groups to gather feedback on capital projects and the budget, and the primary dates for the LAB to be involved.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

NEW BUSINESS

A. Community Member Outreach Programs To-Date

Chair Finn introduced the agenda item by reading the title. She explained how one of the LAB's goals is to explore opportunities for the library to increase and improve library services to all community members, and requested input from the board on which groups they may feel they are not reaching.

Discussion ensued on the list of programs available at the library for the following user groups: Kids and parents, Teens, Adults, Homebound patrons, Patrons in distress or needing access to social services, and All patrons.

The board discussed the following topics:

- Status of the teen program committee
- Possibility of scheduling events/programs on Sunday when the library closes; logistics of using the library during after-hours and how having a drop-down gate in the hallway would be beneficial.
- If there are any other user groups that are unable to access the library; so far none have come to mind, they see that they are meeting the community needs.
- The library's procedures for handling patrons who are in distress or are in need of assistance.
- Update on collaborations with the REC Room.

B. Planning a Library Family-Wide Social Gathering

This item was added under Agenda Approval by amendment at the request of Boardmember Baily.

Library Director Berry explained the history of the library "soiree", an annual library event held collaboratively with the LAB and Friends of the Homer Library. The event has taken place once but due to COVID has not happened since.

The board agreed to have the topic on their October agenda so they can discuss plans further.

INFORMATIONAL MATERIALS

- A. Memo from Library Director Re: New Materials Challenge
- B. Memo from City Clerk Re: Implementation of New Agenda Management Software
- C. Kenai Peninsula Borough School District Librarians
- D. Photos of the Loved & Lost Bench at the Homer Public Library
- E. Library Infographics
- F. LAB 2022 Calendar
- G. ALA News Article: FReadom Fighters receives AASL Intellectual Freedom Award
- H. The Washington Post Article: Teens fight for the right to read with 'banned-book clubs' and lawsuits

Chair Finn noted the informational materials provided. Discussion ensued on Banned Books Week and materials challenges in general. Chair Finn agreed to give the LAB report at Council's September meeting. Boardmember Baily volunteered to give the report at the October Council meeting, with Boardmember McKinney as an alternate.

Boardmembers Springer and Dolma left the meeting at 7:25 p.m.

COMMENTS OF THE AUDIENCE

COMMENTS OF THE CITY STAFF

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

COMMENTS OF THE BOARD

Chair Finn thanked the board for all their help.

Boardmembers Fair, McKinney, Kuzmaul, Baily and Student Representative Johnson had no further comments.

ADJOURN

There being no further business to come before the Board, Chair Finn adjourned the meeting at 7:28 p.m. The next regular meeting is Monday, October 17, 2022 at 5:30 p.m. All meetings are scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom Webinar.



RACHEL TUSSEY, CMC, DEPUTY CITY CLERK II

Approved: October 17, 2022

