

**1. CALL TO ORDER**

Session 23-07, a Regular Meeting of the Library Advisory Board was called to order by Chair Kate Finn at 5:35 p.m. on September 19, 2023 at the City Hall Conference Room Upstairs located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom Webinar.

PRESENT: BOARD MEMBERS BAILY, CARSSOW, FAIR, FINN, KUSZMAUL, MCKINNEY, ASSELIN-MARTIN

STAFF: LIBRARY DIRECTOR BERRY, DEPUTY CITY CLERK KRAUSE

**2. AGENDA APPROVAL**

Chair Finn read the supplemental items into the record: **STAFF & COUNCIL REPORTS/COMMITTEE REPORTS** **Library Directors Report** Memorandum LAB 23-013 Library Director's Report Supplemental and Monthly Statistics 2023 **INFORMATIONAL MATERIALS** New Mat-Su Citizens Library Committee to Review Dozens of Challenged Books by Tim Rockey, Alaska Public Media, Anchorage, dated September 13, 2023 requested a motion and second to approve the agenda as amended.

FAIR/CARSSOW MOVED TO APPROVE THE AGENDA AS AMENDED.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

**3. PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA (3 minute time limit)**

**4. RECONSIDERATION**

**5. APPROVAL OF MINUTES**

**A. Unapproved Meeting Minutes for August 15, 2023**

CARSSOW/MCKINNEY MOVED TO APPROVE THE MINUTES OF AUGUST 15, 2023

Boardmember McKinney noted that on page 8, under the motion to approve the policies and procedures it states Carssow and Friend and stated it was Boardmember Fair that seconded the motion.

Chair Finn noted that the date for a worksession scheduled for September 20<sup>th</sup> was canceled that the Chairs for the Advisory Bodies were invited to attend and requested clarification from the Clerk.

Deputy City Clerk Krause explained that the worksession was moved to Monday, September 25<sup>th</sup> at 4:00 p.m. The Advisory Body Chairs were encouraged to attend this discussion on Ordinance 23-49 which addressed amendments to Homer City Code Title 2 establishing departments.

Boardmember Baily arrived at 5:38 p.m. He did not have any amendments to the minutes.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

**6. VISITORS/PRESENTATIONS**

**7. STAFF & COUNCIL REPORT/COMMITTEE REPORTS**

- A. Director's Report for August 2023  
Director's Report for August Supplemental 2023 – Supplemental Packet  
2022 Annual Stats  
2023 Annual Stats – Supplemental Packet

Chair Finn introduced the item and deferred to Library Director Berry.

Library Director Berry reviewed his reports in the packet. He provided input on the following:

- Western Library Trail funding
- Improved drainage
- Three projects recommended by the Board were adopted by City Council
- Friends of the Library have noted that there needs to be a better way to screen donations of materials to the Library. Implementing better screening techniques. Materials that do not sell they are offering some for free at the entrance to the Library.
- Events that were held at the Library since August 31<sup>st</sup>
- He will be attending a conference in Anchorage October 3-6<sup>th</sup>
- Council has held more discussion on the creation of a Community Development Department not so much on creating a Department of Technology or Library Department.

Boardmembers requested confirmation that their motion of support for making the Library a department was or would be forwarded to Council.

Deputy City Clerk Krause stated that she had it noted to submit the recommendation for the Council meeting on September 25th.

Library Director Berry responded to questions regarding the amendments to the Library Policies by Council were as follows:

- that the ADA Board was actually the ADA Advisory Board; and
- the forms not be included in the document because every time the document gets changed it requires going to Council for approval and the forms are a procedural item and do not need to go before Council; and
- Pulled the list of equipment for the same reason.

Library Director Berry noted the 2022 Statistics and 2023 Statistics he stated that there was equipment issues so the Wi-Fi stats are not included and circulation is climbing but still a bit lower than it was before COVID but it is climbing.

Chair Finn brought forward that Libraries in Massachusetts are printing Library cards with “Heroes” on them. Those heroes can be sports, movie, action, poetry, and they have received a large positive response and it might be a good thing to try here but it requires a large budget.

Library Director Berry provided information as background to get the Homer Library cards redone due to update design and larger print but they still have a large supply of unused library cards.

Boardmember Fair noted the increase in gate count is already passing 2022 numbers and Library Director Berry informed the Board that they are inline to surpass the previous high of 128000 and it would not be surprising to hit 140,000-145,000.

Further discussion on the receipt of grants, capital budget, higher use of the library as a business center, lower use of DVD's, application for graphic novels that the Library did not get and upcoming events at the Library.

There were no questions or comments from the Board.

B. Fundraising Update – Boardmember Kuszmaul  
Quarterly Report from the Homer Foundation – April 1-June 30, 2023

Chair Finn introduced the item and invited Boardmember Kuszmaul to provide the report.

Boardmember Kuszmaul reported that there was no new information and no fish hung on the wall.

There was a brief discussion on how to accomplish getting the fish attached to the wall since that encourages more people to donate and get their fish on the wall. It was noted that there were only five fish to be installed.

Chair Finn noted that if there was anything that the Board could facilitate to get this done please bring it to our attention.

C. Legislative Update

Chair Finn reported that there was no legislation pre filed bills However, once the Governor has issued his budget. She mentioned the \$650,000 that has been vetoed by the Governor.

The Legislature comes back in Mid-January. So nothing until then. Chair Finn noted the passing of Representative Pelota's husband.

8. PUBLIC HEARING(S)

9. PENDING BUSINESS

10. NEW BUSINESS

A. Budget Discussions

Chair Finn announced the item and deferred to Library Director Berry.

Library Director Berry indicated that he did not have much, they are at the beginning of a new two year biennial budget and they did not get to it in August when it was originally scheduled since the agenda was so heavy, so it was moved to this meeting.

Further discussion by the Board determined that it would be best to move this topic to March where it would be more appropriate to discuss any possible mid biennium budgetary needs and then new fiscal biennium budget requests.

Library Director Berry responded to Boardmember Fair on the library exterior replacement explaining that Public Works had requested capital funding to replace the siding on the Library which is cracking and falling off, the Mayor pointed out that there was an actual vapor barrier behind the siding outside of the wall and the Mayor requested that follow-up be done on this matter. He confirmed that while there is a product and it is not designed for permanent exposure to the elements. It is designed to be placed on the building while the exterior siding is placed. It still presents a safety hazard and liability to the city. The existing siding is providing some protection and they should get through this winter. The vapor barrier material does provide some protection as well and it has been added to the Capital Improvement Plan.

This item was requested to be on the March agenda.

**11. INFORMATIONAL MATERIALS**

- A. City Newsletter for August 2023
- B. LAB Annual Calendar 2023

Chair Finn noted the next Council meeting and requested a volunteer to make the LAB report. It was noted that the Chair could make the report at the regular meeting since she will be attending the worksession but Chair Finn declined.

Boardmember Kuszmaul expressed that she has a conflict.

Boardmember Carssow asked about what would be reported and Chair Finn explained but stated that she has a conflict and could not make the report. She then noted that she would be absent for the October meeting.

Boardmember Asselin-Martin volunteered to make the report.

Library Director Berry announced the opportunity for a Boardmember to participate on the Art in the Library Committee. He announced that they have not received any submissions so requested the Boardmembers to pass the word to their artist friends. Interest can be submitted to him and he will forward the submission to Committee. Typically the artists are in the service area which extends up to Ninilchik but since they have received no submissions artists can contact him.

Boardmember Carssow volunteered to serve on the committee.

There was a brief discussion on contacting Rachel Tussey regarding the Library cards.

Chair Finn commented on the Transportation Plan and believed that it will be a benefit to attend the meeting. She then noted the article regarding a Citizen Library Committee reviewing challenged books. Chair Finn related some information on the timing of amending their policies to three years between challenges for the same materials.

Boardmember Carssow commented on the passage in the article regarding the group not removing the Bible.

Chair Finn then announced that Tracy Hill, Executive Director of the Alaska Library Association received the FDR Freedom Award, there are 49727 members in the ALA and they have a 55 million dollar budget.

**12. COMMENTS OF THE AUDIENCE (3 minute time limit)**

**13. COMMENTS OF THE CITY STAFF**

Library Director Berry responded that he was not quite sure as this idea was sprung on him just hours prior to the meeting so he did not really have a response. He pondered a moment and stated that maybe local art, graphic design, photos of Kachemak Bay or similar. He then noted that this is a project at least one year out since the Library currently has boxes of unused library cards at this point and it will be some time before they work through that to another alternative they can continue using the bland cards but give out stickers to kids to put on their cards which is great idea.

**14. COMMENTS OF THE BOARD**

Boardmember Asselin-Martin declared she had no comments but questioned what the Library Director would like to see regarding the Library Cards.

The Board was supportive of the idea of using stickers and providing the children a choice of stickers.

Library Director Berry offered to provide the history on issuing library cards to all new school students.

Chair Finn requested the history of library cards on the next month's agenda since it was not a heavy item month.

There was brief comments from Boardmembers Carssow and McKinney and Chair Finn on an event at Land's End that evening. Boardmember McKinney offered his seat to Chair Finn if she was able to get a ticket as he had heard that the event was sold out.

**15. ADJOURNMENT**

There being no further business to come before the Board Chair Finn adjourned the meeting at 6:38 p.m. The next Regular Meeting is Tuesday, October 17, 2023 at 5:30 p.m. All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom Webinar.

Renee Krause

RENEE KRAUSE, MMC, DEPUTY CITY CLERK II

Approved: Oct. 17, 2023