

**CALL TO ORDER**

Session 24-03, a Regular Meeting of the Library Advisory Board was called to order by Chair Kate Finn at 5:32 p.m. on March 19, 2024 at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom Webinar.

PRESENT: BOARD MEMBERS FINN, MCKINNEY, ASSELIN-MARTIN, FAIR, KUSZMAUL, CARSSOW, AND STUDENT REPRESENTATIVE MCDONOUGH

ABSENT: BOARD MEMBERS BAILY (EXCUSED)

STAFF: LIBRARY DIRECTOR BERRY, DEPUTY CITY CLERK KRAUSE

**AGENDA APPROVAL**

Chair Finn read the supplemental items into the agenda PENDING BUSINESS. Item A. Amending the Board Bylaws to Provide Minor Corrections, Draft Resolution 24-0xx Amending the LAB Bylaws Under Article IV – Officers, Article VI – Meetings, and Regular Meeting Agenda A motion and second to approve the agenda as amended was requested.

CARSSOW/FAIR MOVED TO APPROVE THE AGENDA AS AMENDED.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

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

**RECONSIDERATION**

**APPROVAL OF MINUTES**

A. Unapproved Meeting Minutes for February 20, 2024

FAIR/KUSZMAUL MOVED TO APPROVE THE MINUTES FOR THE REGULAR MEETING OF FEBRUARY 20, 2024.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

**VISITORS/PRESENTATIONS**

**STAFF & COUNCIL REPORT/COMMITTEE REPORTS**

A. Library Director's Report – March 2024  
- Monthly Statistics 2024

- Monthly Statistics 2023

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

- Big Read success, nothing but good comments from attendees, staff and public
- Intern at the Library from Nine Star
  - o Serves for 90 days, considered a member of the Library Staff
  - o Through education and job training program
  - o Paid by Nine Star
- Staff Changes & Employee News
  - o Matt Smith will be FTE
  - o Teresa Sundmark will be PTE
    - Both will be retaining the same duties
  - o Cinda Nofziger, Youth Services will be presenting at the April 11<sup>th</sup> Rotary Meeting with members of the Friends of the Homer Library (FHL)
- Facility Improvements
  - o Replaced and upgraded the Alarm System
  - o Brand New Display Screen (formally a TV in the meeting room) behind the front desk and will be used to display announcements, services, upcoming events in a slide show format
- Joint LAB & FHL projects is a new section to the report since every meeting for each group there seems to be a recommendation for a volunteer appreciation event
  - o Recommended Joint Appreciation Event
- State Planning Workshop in the Fall

Library Director Berry responded to questions on the following:

- Silent Book Club
  - o People come to the Library and read together silently after enjoying tea and treats with light chatter

Boardmember Kuszmaul complimented the work and efforts of Cheryl Illg and Mercedes Harness with organizing the Big Read and advocated for recognition of their efforts as it was a knock your socks off series of events. She questioned if it would be appropriate to have the Board issue a letter of appreciation and commendation.

Clarification was provided by the Clerk that if a motion was made and agreed upon by a majority of the Board and the Board drafted the letter and it was approved, the Board could certainly do that.

KUSZMAUL/FAIR MOVED TO SEND A LETTER OF APPRECIATION FROM THE BOARD TO MERCEDES HARNESS AND CHERYL ILLG FOR THEIR SUCCESS WITH THE BIG READ EVENT THIS YEAR.

Discussion ensued on the content and agreement that Boardmember Kuszmaul would write it and submit to the Library Director for review.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

There was a brief discussion on delivery of the letter.

B. Monthly Fundraising report – Boardmember Kuszmaul

Chair Finn introduced the item by reading of the title and deferred to Boardmember Kuszmaul.

Boardmember Kuszmaul reported that she had another conversation with Mooserun Metalsmith, initially to obtain the template used to create the Fish. She stated that two issues were keeping Mooserun from continuing creating the fish for the wall, one is they haven't been paid for the first fish and they are out of the copper materials. They are scheduled to return to Homer in April and she will speak with them more to ascertain where they usually get the copper supplies and a cost estimate. She provided information that she recalled an agreement of \$20 per fish but stated that no written agreement was signed it was all verbal.

The Board agreed with Staff present that there should be a contract in place regarding services, costs, etc.

C. Legislative Update

Chair Finn introduced the item by reading of the title and reported on the following:

- Senate Bill 140 was vetoed by the Governor and the override failed by one vote.
  - o Representative Vance voted to maintain the veto
  - o Senator Stevens voted to override the veto
- Capital Budget has \$750,000 to be used over three years, this is still before the Senate Finance Committee
  - o Once the Operating Budget is set then the Capital Budget will be addressed
  - o This may take until May before decided upon
- House Bill 392 includes the \$680 increase to the Base Student allocation but also adds a position to the Department of Education that will support Charter Schools.
  - o This is now in the House Education Committee
  - o One opinion is the opportunity the increase the BSA but action will promote Charter Schools as well.
- These actions are important due to the impact that lack of funding affects the schools will cause impacts to public libraries since programming for after school programs will be cut and children will use the public libraries more.

Boardmember Asselin-Martin commented on the impacts the flat funding would cause to the Kenai Peninsula Borough School District.

D. Comp Plan Steering Committee Report - Boardmember Carsow  
CPSC Minutes for March 4, 2024 Regular Meeting

Chair Finn introduced the item and deferred to Boardmember Carsow.

Boardmember Carsow provided the purpose and makeup of the Task Force and then provide a brief report on what actions and items the Task Force has addressed so far in the process. She encouraged the Board members to attend any and all of the public events that will be coming up.

Chair Finn appreciated the inclusion of the city's youth in the process and mentioned the Student Council.

Boardmember Carsow reported that Avram Salzman has been a part of Guiding Growth and he has been attending through Zoom as he finishes his degree. She noted that he and quite a few others have done some wonderful work getting prepared for this effort and providing input on the process.

Library Director Berry reported that the staff is scheduled to meet with Agnew::Beck on March 20, 2024 via Zoom. He provided responses to questions from Boardmember Kuzmaul regarding input in the development of questions for the survey issued by Agnew::Beck specific to the Library.

Boardmember Kuzmaul requested clarification on the participation of the advisory bodies in the development process.

Boardmember Carsow noted that the Public Participation Plan did not include presenting to each and every advisory body just the Planning Commission, Port & Harbor Advisory Commission and City Council. The Board may be able to comment on the draft later in the year when it is presented for review. She then noted that they do list her as chair and a member of the Board but technically her role is as a member of the public not representing the Board on the Steering Committee.

Student Boardmember McDonough reported that she was on the Student Council and would be happy to bring any requests or messages to the Student Council.

#### **PUBLIC HEARING(S)**

#### **PENDING BUSINESS**

- A. Amending the Board Bylaws to Provide Minor Corrections  
Memorandum LAB-24-008 from Deputy City Clerk II as backup

Chair Finn introduced the item by reading of the title and deferred to Deputy City Clerk Krause.

Deputy City Clerk Krause reviewed the memorandum in the packet noting the actions of the Board at the last meeting and requested the Board to make a final review and motion to accept the amendments and forward to Council for approval.

Chair Finn read each amendment into the record, asked if there was any discussion from the Board, there was a very brief clarification on the requirement of a quorum for a worksession, then requested a motion.

CARSSOW/MCKINNEY MOVED TO ADOPT THE AMENDMENTS AND FORWARD TO CITY COUNCIL FOR APPROVAL AT THE NEXT MEETING.

There was no further discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

### NEW BUSINESS

- A. Library Needs Draft Survey  
Memorandum LAB-24-009 from Library Director as backup.

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

Library Director Berry reviewed Memorandum LAB-24-009 Library Needs Survey and the requested action of the Board.

Boardmembers offered corrections as follows:

- #3 – Add accessing Wi-Fi in the parking lot
- #7 - Add “for you” at the end of the question
- #6 – Change it to plural “ways” or state pick one at the end of the question

Library Director Berry recommended removing the selections since #5 and #6 were similar and amend it to free text.

Additional discussion continued on the questions:

- Delete #6 altogether and replace with question #6 from 2007 Survey on page 35 of the packet
- Amend #9 to reflect Age brackets 50-65 and 66 and over
- Question # 8 debate ensued on adding Question #2 from 2007 Survey on page 34 of the packet
- #3 – Add the term reference versus research

FAIR/ASSELIN-MARTIN MOVE TO APPROVE THE AMENDED LIBRARY NEEDS SURVEY.

Library Director Berry suggested grouping by type such as Borrowing, Facilities, etc.

- #3 – add Study/Meeting Room
- #4 – Add “Use the StoryWalk Trail”

Add the question “After completing this survey did you learn anything new about the Library?”

- #3 – Add Meet my Friends
- #8 – Add the responses from Questions #2 & #3 on the survey from 2007 on pages 34 & 35 of the packet

Boardmember Carssow called for the question.

Library Director Berry confirmed the proposed amendments for the record.

VOTE: NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Chair Finn reiterated the process of finalizing the survey amendments will be conducted by Library Director Berry and distributed for review by Boardmember Asselin-Martin and Carssow and Student Representative McDonough then distributed.

The Library Advisory Board agreed by Consensus that it did not have to have full Board review a second time and the goal was to have it launch During Library Week and be available until the end of July.

Library Director Berry confirmed he will inquire about adding a question or two to their survey questions #7 and #8 from the Needs Survey is preferred.

#### **INFORMATIONAL MATERIALS**

- A. City of Homer Events/Announcements  
Comprehensive Plan Rewrite Open House
- B. Libraries in the News - US and Around the World  
Transforming Communities Initiative Receives Additional \$10 Million in Funding
- C. City of Homer Newsletter for March 2024
- D. Resolution 24-028 Amending Photocopying Fees for Interlibrary Loans  
Memorandum CC-24-060 from Library Director as backup
- E. 2024 LAB Strategic Plan & Goals

Chair Finn reviewed the informational materials provided and opened the floor for discussion by the Board.

There were brief comments on the following:

- Use of chickens for invasive weed control and using chicken tractors on the Library property. Deputy City Clerk Krause noted that she and her husband provided 12 “retired” hens from their farm for the project.
- Approval of the amendment to the Library Fees for interlibrary loan copies
- Annual Calendar and Boardmember scheduled to report to City Council

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

**COMMENTS OF THE CITY STAFF**

Deputy City Clerk Krause noted that they do have an applicant that will be appointed to fill Boardmember Fair's seat and they will be appointed at the second meeting in April since technically Boardmember Fair's resignation is not effective until after the April meeting. She reported that Boardmembers Asselin-Martin, McKinney, and Baily have submitted their reappointment applications and Mayor has approved them for re-appointment at the March 26<sup>th</sup> Council meeting.

Library Director Berry reminded the Board that he will be on vacation for three weeks and has left instruction for Deputy Director Bernard who will be in charge while he is gone. He will be present at the April meeting. Mr. Berry stated that he has planned a cross country trip from Washington State to Boston and will try to catch the eclipse on April 8<sup>th</sup>.

**COMMENTS OF THE MAYOR/COUNCIL MEMBERS** (if Present)

**COMMENTS OF THE BOARD**

Student Representative McDonough wished the Library Director a good trip and everyone a Happy Easter.

Boardmember Asselin-Martin when the Joint Worksession was scheduled for the Board and Council.

Deputy City Clerk Krause reported that it was scheduled for May 20<sup>th</sup> probably at 5:00 p.m. but she will confirm that date for the Board. She reported that the intent is to advise Council of any topics that they would like to focus on, and for Council to provide items that they would like the Board to work on.

Boardmember Fair added that it is more of Council will also be addressing how the two bodies can work together more fluidly.

Boardmember McKinney expressed his appreciation for the members creating the survey and putting all the work into the survey and all they had to do was make corrections. He confirmed Boardmember Fair's last meeting date.

Boardmember Carssow stated it was really a fun meeting and enjoyed it. She appreciated the seriousness and the work that everyone put into making this survey an even better survey than it already was, noting that it was really gratifying, and a lot of fun, and appreciated the humor involved. Ms. Carssow wished the Library Director a great trip.

Boardmember Kuszmaul echoed the sentiments expressed on the survey and wished the Library Director Happy Trails.

Boardmember Fair expressed Ditto and thank you to Boardmembers Carssow and Asselin-Martin and Student Representative McDonough for work they did on the survey. he agreed with Boardmember McKinney, they made the rest of the process flow more smoothly because they did their job and wished Library Director Berry the best of luck in Boston with the weather and being able to view th4 eclipse.

Chair Finn expressed kudos to those who worked on the survey, noting that looking at previous surveys and incorporating some of the information and tweaking she expressed that it was a really well done survey, lots of fun, and thanked the Boardmembers. She commented on the Soiree stating that it was a wonderful evening attended by approximate 15 people between the Friends and LAB, good conversation with food in the conference room and then gravitating to the Fireplace and big table there it was just a very comfortable fun event. Ms. Finn recognized the attendance of the student members too.

#### ADJOURNMENT

There being no further business to come before the Board Chair Finn adjourned the meeting at 7:40 p.m. The next Regular Meeting is Tuesday, April 16, 2024 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, MMC, DEPUTY CITY CLERK II

Approved: 