

LIBRARY ADVISORY BOARD
491 E. PIONEER AVENUE
HOMER, ALASKA
www.cityofhomer-ak.gov

REGULAR MEETING
TUESDAY, 5:30 P.M.
NOVEMBER 7, 2017
CITY HALL COWLES COUNCIL CHAMBERS

**REGULAR
MEETING AGENDA**

- 1. CALL TO ORDER, 5:30 P.M.**
- 2. AGENDA APPROVAL**
- 3. PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA** *(Three Minute Time Limit)*
- 4. RECONSIDERATION**
- 5. VISITORS**
- 6. APPROVAL OF THE MINUTES**
 - A. October 3, 2017 Regular Meeting Minutes **PAGE 3**
- 6. REPORTS**
 - A. Library Director Report – **PAGE 7**
 1. Statistics for 2016 **PAGE 10**
 2. Statistics for 2017 (Laydown)
 - B. Friends of the Library – Last Meeting Report
 1. Next Meeting is October 11, 2017 @ 6:00 p.m. in the Library
- 7. PUBLIC HEARINGS**
- 8. PENDING BUSINESS**
 - A. LAB goals for the Year Ahead
- 9. NEW BUSINESS**
 - A. Welcome New Board Member **PAGE 11**
 - B. 2018 Budget Review
 - C. Letter of Support
 - D. 2018 Meeting Schedule **PAGE 15**
- 10. INFORMATIONAL MATERIALS**
 - A. 2017 Board member Attendance at City Council Meetings **PAGE 21**
- 11. COMMENTS OF THE AUDIENCE**
- 12. COMMENTS OF THE BOARD**
- 13. ADJOURNMENT**

Next Regular Meeting is **Tuesday, December 5, 2017 at 5:30 p.m. in the City Hall Cowles Council Chambers** located at City Hall, 491 E. Pioneer Avenue, Homer, Alaska

Session 17-06, a Regular Meeting of the Library Advisory Board was called to order by Chair Peterson at 5:34 p.m. on October 3, 2017 at the City Hall Upstairs Conference Room located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: BOARDMEMBER KUSZMAUL, PETERSON, FALLON, FINN, MASSION

ABSENT: BOARDMEMBER SPRINGER, LIBRARY DIRECTOR DIXON, STUDENT REPRESENTATIVE VANCE (EXCUSED)

STAFF: LIBRARY STAFF CLAUDIA HAINES
DEPUTY CITY CLERK SMITH

APPROVAL OF THE AGENDA

MASSION/FINN -MOVED TO APPROVE THE AGENDA

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

PUBLIC COMMENT REGARDING ITEMS ON THE AGENDA

RECONSIDERATION

VISITORS/PRESENTATIONS

APPROVAL OF MINUTES

A. Minutes for the August 1, 2017 Regular Meeting

Claudia Haines made it known that the different types of cards was not confusing for Library staff but it was confusing for the public. This will be noted and changed in the minutes.

FALLON/KUSZMAUL-MOVED TO APPROVE THE MINUTES AS AMENDED

There was no discussion

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

REPORTS

- A. Library Director Report –
 - 1. Statistics for 2016
 - 2. Statistics for 2017 (Laydown)

Claudia Haines Gave Director Dixons Report and covered the following points:

- Had a meeting with school librarians about evaluating picture books
- Library wifi network upgrade is complete.
- The coin machine attached to the public computer network is out of service.
- Eagle Scout Keegan Partridge and Friends of the Library are working together to replace posts and frames on the Library story walk trail.
- Received numerous positive comments about the Media Literacy Program.
- Submitted budget proposal to Finance Director and City Manager
- Submitted a separate capital budget request to restore the 20,000\$ cut from 2016.
- Inventorying is nearly complete of the magazine archives.
- The replacement for Director Dixon's window is on order.
- Alaska Book Week begins October 5th
- Friends of the Library Semi Annual Book and Plant Sale is Saturday October 14 from 10am-6pm.
- The library had a decline in attendance and circulation for September

B. Friends of the Library – Last Meeting Report

1. Next Meeting is October 11, 2017 @ 6:00 p.m. in the Library

PUBLIC HEARING

PENDING BUSINESS

A. Fines and Fees Review

Chair Peterson reminded the commission that they briefly talked about this in the last regular meeting. She stated that Director Dixon covered most of this in her memo and that the Library Staff is happy with where the fee schedule is at. Chair Peterson commented on behalf of Director Dixon's Memo by saying that the Library is now using credit card machines, which has a 10 dollar minimum in order to charge instead of the 7 dollar maximum cut off that the library previously had before the credit card machines. Claudia Haines explained that previously the fines would stop accruing at 7 collars and then they would have to pay before they could checkout any more books. She went on to say that now the payments stop accruing at 10 dollars.

Board Member Kuszmaul commented that she would like to thank Director Dixon and the Library Staff for putting together an overview of the Fines and Fees.

NEW BUSINESS

A. LAB Goals for the Year Ahead

The Library Advisory Board brought the following items up as goals for 2018.

- Develop Policy with City Council regarding Legacy Gifts.
The board had a brief discussion on this topic but decided to dedicate a work session on November 6th at 5:30pm in the Upstairs Conference Room at City Hall
- Build relationships with other Library Advisory Board's or other like commissions/committees/boards, across the state.
The board had a brief discussion on this topic but decided to dedicate a work session on November 6th at 5:30pm in the Upstairs Conference Room at City Hall.

- Establish and Carry Out Fundraising Ideas for the Library

B. Statement to City Council for 2018 Budget

Chair Peterson explained that since Ann has already submitted a separate proposal to the city to get 20,000 dollars back on the budget for 2018, she believes that a statement to City Council for 2018 Budget isn't necessary.

The Board discussed whether or not they should create a statement to City Council for 2018 Budget. They ultimately decided that they would prepare a draft statement and submit it to City Council on October 30th Meeting.

INFORMATIONAL ITEMS

A. 2016 Board Member Attendance at Council Meetings

Board Member Finn commented that she believes the Library Advisory Board should have a statement or report at every meeting. She believes that the Library has a known status of remaining quiet, and she would like to remind people that there are special events and fundraisers happening quite often. Board member Finn stated that she would be at the next meeting on October 9th and would give a brief report on behalf of the Library Advisory Board.

Board Member Massion commented that he will be present on October 30th.

COMMENTS OF THE AUDIENCE

COMMENTS OF THE CITY STAFF

Claudia Haines thanked the Board for everything they do on behalf of the Library staff. She explained that they know how hard they work and are very appreciative.

Deputy City Clerk suggested that the Library Advisory Board keep their Memo pretty broad on the 2018 budget to start out with. She commended the Board for attending City Council meetings and said that the Board is headed into the right direction.

COMMENTS OF THE CHAIR

COMMENTS OF THE BOARD

Board Member asked when the election results would be posted.

Board Member Finn replied that the polls close at 8:00pm and the preliminary results will be posted on the website soon after that.

Board Member Finn suggested that in the future the Library should look into out of the box thinking. She suggest a room at the library where people can experience auditory, visual and sensual experiences from time periods of history. She explained that virtual reality is becoming a new and upcoming thing. She brought forward a virtual reality Company called Z space that she did a little research about. She doesn't know any pricing, but wanted to bring it up as a topic to look into for the future.

ADJOURN

There being no further business to come before the Board the meeting adjourned at 7:08 p.m. The next regular meeting is scheduled for Tuesday, November 7, 2016 at 5:30 p.m. at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

Hayley Smith, DEPUTY CITY CLERK

Approved: _____

Homer Public Library
Director's Report
Nov. 1, 2017

We received two pieces of exciting news this month. HPL was included in a list of 19 Best Libraries in the U.S. by Fodor's! It's both an honor and quite humbling to be in the company of such greats as the New York Public Library, Boston Public, Library of Congress and others. The second good news is that our grant proposal was selected for the American Library Association's *Libraries Ready to Code Project*! Details about the grant are at the end of this report.

Meetings in October

- City Council - 2
- Friends of Homer Library -- 2
- Department heads - 2
- Staff - 1

Issues of Interest

Much to staff's relief, the broken coin machine for our public printer is now replaced. After researching options, we decided on a lease agreement for a machine that can be serviced out of Kenai, rather than the Lower 48.

Behind the Scenes

Director

October flew by as I attended two excellent conferences. First, the annual DirLead gathering in Girdwood for directors of the 20 largest public libraries in Alaska (paid for by the State Library with IMLS grant money); and second, the United States Board on Books for Youth (USBBY), held in Seattle at the University of Washington.

At DirLead we received training on resiliency, leadership, and communication skills from library consultant Cheryl Gould. It was also an opportunity for networking and mentoring with other librarians across the state, many of whom are new to their positions as directors, as well as sharing common concerns and ideas for solutions. We also learned about changes, expectations, and goals at the State Library, which has experienced major staff cutbacks in recent years.

Attending the USBBY conference was a first for me. I learned a lot from the presenters, who included international authors of books for youth, as well as professors, librarians, and others who work with children's literature and literacy initiatives around the world. Of special interest to me was connecting with Canadian authors and librarians, as we share a number of common interests and concerns.

Staff

Claudia Haines is gearing up with a short lead time for the beginning of the *Makers to Mentors* grant Nov. 1. Until the 13 Chromebook laptops funded by the grant can be obtained, she is borrowing laptops from the Fire Department.

David Bernard represents library staff on the City's employee committee, which has been meeting to discuss information on the health care plan and parity study.

Teresa Sundmark is beginning to compile a new book list for the 2018 Lit Lineup.

Holly Brennan and Nick Poolos (IT) successfully installed a major update of our library software system.

Facility

My shattered office window was finally replaced, which greatly improves my lighting, my view, and my mood!

Special Events in September

Alaska Book Week:

- *Life with Forty Dogs* -- reading by Joseph Robertia
- Readings by local Indie children's authors -- Dotty Cline, Jane Dunn, and Jean Aragones
- Reading with Julie LeMay, author of *The Echo of Ice Letting Go*, and Eowyn Ivey, author of *To the Bright Edge of the World* and *The Snow Child*

Friends of Homer Library Semi-Annual Book and Plant Sale

Upcoming Special Events in November

HPL Code - Thursdays, 4-5:30 PM for ages 11-14. Learn to code and make an app!

Stories from Vietnam 1997-2017 - Thurs. Nov. 9, 6:30 PM. Wendy Erd and Peter Kaufmann share stories of everyday life from their 20 years of travel and work in Vietnam.

Homer Youth String Orchestra Club (HYSOC) - Tues. Nov. 14, 6:30-7:30 PM.

Performance and video viewing of HYSOC project "Blue Ice" with Johnny B.

Ongoing

Preschool Storytime - Tuesdays and Wednesdays, 10 AM

Small Fry Storytime -Thursdays, 11:30 AM

SPARC Radio Club - First Tuesday, 4:30 PM

Knitting - Mondays, 1:30-4:30 PM

Lego Club - First Wednesday, 3 PM

Maker Club - Wed. 9/13, 1:30 PM

Book Club - Fourth Tuesday, 4:30-6:30

LARP - Live-Action Role-Playing, ages 10-18. Fridays 3:00-5:45 PM

Walk-in Tech Help - First and third Saturdays, 10 AM-noon

Writer's Refuge - Third Tuesdays, 6-8 PM

Homer Storytellers - Third Saturdays, 3-5 PM

The Library will be closed Friday Nov. 10th in honor of Veteran's Day and Thurs. Nov. 23--Friday Nov. 24 for Thanksgiving.

Homer Public Library Grant Award Library Ready to Code

The Homer Public Library was awarded one of 25 grants as part of the American Library Association's (ALA) *Libraries Ready to Code* project. HPL was selected from 400 applicants. The grant, sponsored by ALA's Office for Information Technology Policy (OITP) and Google, will fund HPL's *Makers to Mentors <M2M>* initiative, a series of programs and opportunities designed to allow kids and teens to explore computational thinking, computer science, design thinking and mentoring. The initiative will run November of this year through August of 2018.

The grant of \$19, 581 will fund equipment, supplies and expertise for a variety of activities including these upcoming high and low tech programs:

- HPLCode, a learn-to-code program for ages 11-14 (weekly, November-January)
- Maker Club for ages 8-11 (on KPBSD early release days)
- LEGO Club for ages 8-11 (monthly)
- Family light-up holiday card workshop with LED lights (December 9)
- Family Game Night (January 4)
- Girls Who Code (January-TBD)
- STEM (Science, Technology, Engineering, Math) in storytime (monthly November-August)
- Teen mentor program for ages 15-18 (November-August)

These programs encourage kids to create and build, use high quality, digital media for learning and foster collaboration. They are accessible to all area youth regardless of ability to pay. Libraries, like HPL, fill a crucial gap in K-12 education. Like Homer, many communities offer no computer science classes in area schools. Rural residents, girls, those from low-income communities, and young people of color or with disabilities are underrepresented in Computer Science careers. Libraries are ideal places to bridge that digital opportunity gap by providing equitable access to the technology and training young people need to develop these indispensable workforce skills.

As part of the grant, Claudia Haines, youth services librarian, will participate in a cohort of librarians from across the county who will develop a toolkit with Google for other librarians to use based on this year's experiences.

Homer Public Library Statistical Summary for 2016

Date: 27-Jul-17

CIRCULATION	16-Jan	16-Feb	16-Mar	16-Apr	16-May	16-Jun	16-Jul	16-Aug	16-Sep	16-Oct	16-Nov	16-Dec	Y.T.D.
Total # of Items	13,494	13,376	14,021	12,470	11,580	13,953	14,710	15,941	14,530	13,321	14,464	13,711	165,571
INTERLIBRARY LOANS													
Incoming (Borrowed)	24	27	19	15	13	17	15	21	14	13	22	21	221
Outgoing (Lent)	31	19	23	44	35	44	29	23	27	31	22	13	341
STUDY ROOM USE													
# of groups	198	231	185	199	149	170	172	196	220	217	190	197	2324
# of people	441	374	349	403	278	297	326	392	403	472	361	435	4531
MEETING ROOM USE													
# of groups	24	28	30	31	22	30	21	25	20	24	31	34	320
ATTENDANCE													
TOTAL (*Included)	11,023	11,026	11,662	12,425	10,287	12,452	12,610	14,221	12,471	12,063	11,137	9,782	141159
*Story Hour & Lapsit	311	398	249	376	285	295	327	183	294	279	362	196	3555
*School Classes	75	19	0	0	17	23	35	23	77	92	91	0	452
*Internet sessions	3,899	4,077	4,070	4,203	4,220	5,180	5,589	6,125	4,580	4,177	3,897	3,569	53586
*Programs	571	321	72	463	289	463	701	630	390	483	340	321	5044
OUTREACH													
# Visits	4	4	6	6	6	5	4	5	4	4	8	4	60
# People	16	16	25	131	64	23	19	30	60	198	45	24	651
NEW CARDS ISSUED													
City	29	31	25	24	34	61	38	62	52	29	35	18	438
Borough	32	27	28	14	34	45	41	34	29	33	37	18	372
Transient (TEMP)	3	1	1	2	11	17	10	9	2	0	2	1	59
VOLUNTEER HOURS													
# of people	83	47	78	73	32	34	77	52	36	56	129	76	773
# of hours	189	177.25	214	265.75	147.25	142	201.25	141	156.25	168.5	247.5	157	2206.75
MATERIALS ADDED													
Books	361	118	301	258	169	469	314	325	250	215	254	454	3488
Audio	15	0	34	12	5	16	26	5	33	23	43	2	214
Video	78	12	61	59	83	95	57	119	119	59	128	66	936
Serials	0	0	0	2	0	4	2	3	2	0	0	5	18
Electronic Resources	0	0	0	0	0	0	0	0	0	0	0	0	0
MATERIALS REMOVED													
Books	301	169	116	134	291	355	327	248	262	160	104	250	2717
Audio	1	27	3	0	4	2	1	46	8	19	16	75	202
Video	8	3	72	8	35	213	6	39	63	141	34	5	627
Serials	0	0	3	2	0	4	0	0	0	0	0	0	9
Electronic Resources	0	0	0	0	0	0	0	1	0	0	0	0	1
REVENUES DEPOSITED													
Fines/Fees/Copies	2305.64	2313.05	2408.80	2324.75	2423.84	2338.84	2840.95	2570.90	2613.16	2110.00	2171.48	1925.50	28,346.91
Building Fund (151-)													0.00
Library Gifts (803-)					1000.00							230.00	1,230.00
Grants		23691.00					6900.00						30,591.00
TOTALS	2,305.64	26,004.05	2,408.80	2,324.75	3,423.84	2,338.84	9,740.95	2,570.90	2,613.16	2,110.00	2,171.48	2,155.50	\$60,167.91

Rasmuson

PLAG 2017



City of Homer

www.cityofhomer-ak.gov

Office of the Mayor

491 East Pioneer Avenue
Homer, Alaska 99603

mayor@ci.homer.ak.us

(p) 907-235-3130

(f) 907-235-3143

October 30, 2017

Clark Fair
P.O. Box 2773
Homer, AK 99603

Dear Clark,

Congratulations! Council confirmed/approved your appointment to the Library Advisory Board during their Regular Meeting of October 30, 2017 via Memorandum 17-131.

You have already completed the 2017 Public Official Conflict of Interest Disclosure Statement. It is a public document and may be requested by any member of the public. In the event the Public Official Conflict of Interest Disclosure Statement is requested by a member of the public, you will be notified of the requestor's name.

Also included is the Code of Ethics as outlined in Homer City Code 1.18. This provides important guidelines in your role as a board member as to conduct and conflicts of interest. A copy of the Library Advisory Board By-laws are also included as well as a copy of Robert's Rules of Order Handbook.

Thank you for your willingness to serve the City of Homer on the Library Advisory Board. There certainly are exciting times ahead!

Your term will expire April 1, 2019.

Cordially,

Bryan Zak, Mayor

Enc: Memorandum 17-131
Certificate of Appointment
HCC 1.18 Conflicts of Interest, Partiality & Code of Ethics
Robert's Rules of Order Handbook
Library Advisory Board Bylaws

Cc: Library Advisory Board

City of Homer

Homer, Alaska

Mayor's Certificate of Appointment

Be It Known That

Clark Fair

Has been appointed to
serve as

“Board member”

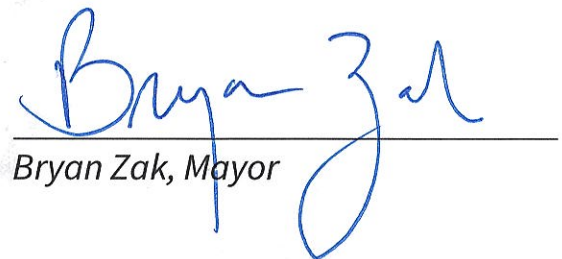
on the

“Library Advisory Board”

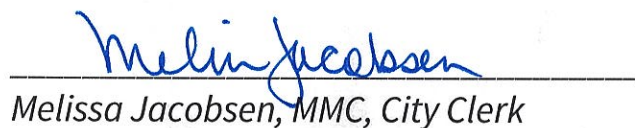
*This appointment is made because of your dedication to the
cause of good government, your contributions to your
community and your willingness to serve your fellow man.*



*In Witness whereof I hereunto set my hand
this 30th day of October, 2017.*


Bryan Zak, Mayor

Attest:


Melissa Jacobsen, MMC, City Clerk



CITY OF HOMER
APPLICATION TO SERVE ON ADVISORY BODY
COMMISSION, BOARD, COMMITTEE, TASK FORCE

OCT 28 2017 PM 08:43 Pk
CITY CLERK'S OFFICE
CITY OF HOMER
491 E. PIONEER AVE
HOMER, AK 99603
PH. 907-235-3130
FAX 907-235-3143
clerk@cityofhomer-ak.gov

The information below provides some basic background for the Mayor and Council
This information is public and will be included in the Council Information packet

Name: CLARK FAIR Date: 10-18-2017
Physical Address: 4242 GAVIN COURT HOMER, AK 99603
Mailing Address: P.O. BOX 2773 HOMER, AK 99603
Phone #: 398-9364 Cell #: _____ Work #: _____
Email Address: C.fair@live.com

The above information will be published in the City Directory and within the city web pages if you are appointed
by the Mayor and your appointment is confirmed by the City Council

Please indicate the advisory body that you are interested in serving on by marking with an X.
You may select more than one.

- | | |
|---|--|
| <input type="checkbox"/> ADVISORY PLANNING COMMISSION
1ST & 3RD WEDNESDAY OF THE MONTH AT 6:30 PM
WORKSESSION PRIOR TO EACH MEETING AT 5:30 PM | <input type="checkbox"/> ECONOMIC DEVELOPMENT ADVISORY COMMISSION
2ND TUESDAY OF THE MONTH AT 6:00 PM |
| <input type="checkbox"/> PARKS ART RECREATION & CULTURE ADVISORY COMMISSION
3RD THURSDAY OF THE MONTH AT 5:30 PM | <input type="checkbox"/> CANNABIS ADVISORY COMMISSION
4TH THURSDAY OF THE MONTH AT 5:30 PM |
| <input type="checkbox"/> PORT & HARBOR ADVISORY COMMISSION
3RD WEDNESDAY OF THE MONTH
OCT-APRIL AT 5:00 PM
MAY - SEPT AT 6:00 PM | <input checked="" type="checkbox"/> LIBRARY ADVISORY BOARD
1ST TUESDAY OF THE MONTH AT 5:30 PM |
| <input type="checkbox"/> PUBLIC ARTS COMMITTEE
2ND THURSDAY OF THE MONTH AT 5:00 P.M.
FEB, MAY, AUGUST & NOVEMBER
WORKSESSIONS PRIOR AT 4:00 PM | <input type="checkbox"/> OTHER - PLEASE INDICATE
_____ |
| <input type="checkbox"/> CITY COUNCIL
2ND & 4TH MONDAY OF THE MONTH
SPECIAL MEETINGS & WORKSESSIONS AT 4:00 PM
COMMITTEE OF THE WHOLE AT 5:00 PM
REGULAR MEETING AT 6:00 PM | |

I have been a resident of the city for 1 1/2 years. I have been a resident of the ^{KENAI PENINSULA} area for 56 years.
I am presently employed at UNIVERSITY OF ALASKA ANCHORAGE (KPC) part time.

Please list any special training, education or background you may have which is related to your choice of advisory body.

I was a high school English teacher for 20 years. I have been a journalist part time or full time for at least 15 years. I have used library facilities and done considerable research, and I am an avid (albeit slow) reader.

Have you ever served on a similar advisory body? If so please list when, where and how long:

I am current on Homer's Parks, Art, Recreation and Culture Advisory Committee.
I previously served on the Soldotna Historical Society board.

Why are you interested in serving on the selected advisory body?

I would like to help with the operation and the budget of the library, which I consider a core facility in the City of Homer.

Please list any current memberships or organizations you belong to related to your selection(s):

P.A.R.C.A.C. in Homer.

I've had a Homer Public Library card since just after moving to Homer.

Please answer the following only if you are applying for the Advisory Planning Commission:

Have you ever developed real property other than a personal residence, if so briefly explain:

N/A

Please answer if you are applying for the Port & Harbor Advisory Commission:

Do you use the Homer Port and/or Harbor on a regular basis?

N/A Yes ☐ No ☐ What is your primary use? Commercial ☐ Recreational ☐

Please include any additional information that may assist the Mayor in his/her decision making:

I have frequented libraries since I was 3 or 4, when the first Soldotna Public Library was located next to my father's dental office. I value them highly and want to ensure their viability and existence.

When you have completed the application please review and return to the City Clerk's Office. You may also email this to clerk@cityofhomer-ak.gov or fax to 907-235-3143. Thank you for applying!



City of Homer

www.cityofhomer-ak.gov

Office of the City Clerk

491 East Pioneer Avenue
Homer, Alaska 99603

clerk@cityofhomer-ak.gov

(p) 907-235-3130

(f) 907-235-3143

Memorandum

TO: ADVISORY BODIES
FROM: MELISSA JACOBSEN, CITY CLERK
DATE: OCTOBER 2, 2017
SUBJECT: MEETING SCHEDULE FOR 2018

Please review the draft resolution that establishes your meetings for 2017. If you have any changes please submit them to me by December 5th.

Council will be setting the 2018 meeting schedule for Council and Advisory Bodies with the adoption of the resolution at their December 11, 2017 meeting.

1 **CITY OF HOMER**
2 **HOMER, ALASKA**

City Clerk

3
4 **RESOLUTION 17-xxx**
5

6 A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,
7 ESTABLISHING THE 2018 REGULAR MEETING SCHEDULE FOR
8 THE CITY COUNCIL, ECONOMIC DEVELOPMENT ADVISORY
9 COMMISSION, LIBRARY ADVISORY BOARD, PARKS ART
10 RECREATION AND CULTURE ADVISORY COMMISSION, ADVISORY
11 PLANNING COMMISSION, PORT AND HARBOR ADVISORY
12 COMMISSION, AND CANNABIS ADVISORY COMMISSION.
13

14 WHEREAS, Pursuant to Homer City Code Section 1.14.020, the City Council annually
15 sets the schedule for regular and some special meetings, noting the dates, times and places
16 of the City Council, Advisory Commissions, and the Library Advisory Board meetings; and
17

18 WHEREAS, The public is informed of such meetings through notices located at the City
19 Clerk's Office, Clerk's Calendar on KBBI, the City Clerk's Website, and postings at the Public
20 Library; and
21

22 WHEREAS, HCC 1.14.020 - 040 states that meetings may be advertised in a local paper
23 of general circulation at least three days before the date of the meeting and that special
24 meetings should be advertised in the same manner or may be broadcast by local radio at
25 least twice a day for three consecutive days or two consecutive days before the day of the
26 meeting plus the day of the meeting; and
27

28 WHEREAS, HCC 1.14.010 notes that the notice of meetings applies to the City Council
29 and all commissions, boards, committees, subcommittees, task forces and any sub-unit of
30 the foregoing public bodies of the City, whether meeting in a formal or informal meeting; that
31 the failure to give the notice provided for under this chapter does not invalidate or otherwise
32 affect any action or decision of a public body of the City; however, this sentence does not
33 change the consequences of failing to give the minimum notice required under State Statute;
34 that notice will ordinarily be given by the City Clerk; and that the presiding officer or the
35 person or persons calling a meeting are responsible for notifying the City Clerk of meetings in
36 sufficient time for the Clerk to publish notice in a newspaper of general circulation in the City;
37 and
38

39 WHEREAS, This Resolution does not preclude additional meetings such as emergency
40 meetings, special meetings, worksessions, and the like; and
41

WHEREAS, Council adopted Resolution 06-144 on October 9, 2006 establishing the Regular Meeting site for all bodies to be the City Hall Cowles Council Chambers.

NOW, THEREFORE, BE IT RESOLVED by the Homer City Council, that the 2018 meeting schedule is established for the City Council, Economic Development Advisory Commission, Library Advisory Board, Parks Art Recreation and Culture Advisory Commission, Advisory Planning Commission, and Port and Harbor Advisory Commission of the City of Homer, Alaska, as follows:

Holidays - City Offices closed:

January 1, New Year's Day, Monday	February 19, Presidents' Day, the third Monday	March 26, Seward's Day, last Monday	May 28, Memorial Day, last Monday	July 4, Independence Day, Wednesday	September 3, Labor Day, first Monday
October 18*, Alaska Day, Thursday	November 12**, Veterans Day, Monday	November 22 Thanksgiving Day, Thursday	November 23, Friday, the day after Thanksgiving	December 25, Christmas, Tuesday	

**If on a Sunday, the following Monday is observed as the legal holiday; if on a Saturday, the preceding Friday is observed as the legal holiday pursuant to the City of Homer Personnel Rules and Regulations.

CITY COUNCIL (CC)

January 8, 22	February 12, 26	March 12, 26	April 9, 23	May 14, 29*	June 11, 25
July 24**	August 13, 27	September 10, 24	October 2 Election	October 8, 22 Oath of Office October 8	Canvass Board October 5 or 8
November 6 Runoff Election	November 26**	December 10****	December 17**** if needed		

City Council's Regular Committee of the Whole Meetings at 5:00 p.m. to no later than 5:50 p.m. prior to every Regular Meeting which are held the second and fourth Monday of each month at 6:00 p.m. Council will not conduct a First Regular Meeting in July or November.

AML Annual Conference Week is tentatively scheduled for November 12 – 16, 2018.

*Tuesday meeting due to Memorial Day/Alaska Day.

**There will be no First Regular Meeting in July or November.

***The City Council traditionally reschedules regular meetings that fall on holidays or High School Graduation days, for the following Tuesday.

**** The City Council traditionally cancels the last regular meeting in December and holds the first regular meeting and one to two Special Meetings as needed. Generally the second Special Meeting the third week of December, will not be held.

ECONOMIC DEVELOPMENT ADVISORY COMMISSION (EDC)

January 9	February 13	March 13	April 10	May 8	June 12
July 10	August 14	September 11	October 9	November 13	December 11

Economic Development Advisory Commission Regular Meetings are held on the second Tuesday of each Month at 6:00 p.m.

LIBRARY ADVISORY BOARD (LAB)

February 6	March 6	April 3	May 1	August 7
		October 2	November 6	December 4

Library Advisory Board Regular Meetings are held on the first Tuesday of the months of February, March, April, May, August, October, November, and December at 5:30 p.m.

PARKS ART RECREATION AND CULTURE ADVISORY COMMISSION (PARCAC)

	February 15	March 15	April 19
May 17	June 21		August 16
September 20	October 18	November 15	

Parks Art Recreation and Culture Advisory Commission Regular Meetings are held on the third Thursday of each month at 5:30 p.m. with the exception of January, July, and December.

PLANNING COMMISSION (P/C)

January 3, 17	February 7, 21	March 7, 21	April 4, 18	May 2, 16	June 6, 20
July 18**	August 1, 15	September 5, 19	October 3, 17	November 7**	December 5**

Advisory Planning Commission Regular Meetings are held on the first and third Wednesday of each month at 6:30 p.m. **There will be no First Regular Meeting in July or Second Regular Meetings in November and December. *Tuesday meeting due to Alaska Day Holiday.

PORT AND HARBOR ADVISORY COMMISSION (P/H)

January 24	February 28	March 28	April 25	May 23	June 27
July 25	August 22	September 26	October 24	November 21	December 12

Port and Harbor Advisory Commission Regular Meetings are held on the fourth Wednesday of each month at 5:00 p.m., with the exception of May, June, July and August meetings that are held at 6:00 p.m. The November meeting is scheduled for the third Wednesday and the December meeting is scheduled for the second Wednesday of the month.

CANNABIS ADVISORY COMMISSION (CAC)

January 25	February 22	March 22	April 26	May 24	June 28
July 26	August 23	September 27	October 25	November 15	December 20

Cannabis Advisory Commission Regular Meetings are held on the fourth Thursday of each month at 5:30 p.m. The November and December meetings are scheduled for the third Thursday of the month.

PASSED AND ADOPTED by the Homer City Council this ____ day of _____, 2017.

CITY OF HOMER

BRYAN ZAK, MAYOR

ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

Fiscal Impact: Advertizing of meetings in regular weekly meeting ad and advertising of any additional meetings.

2017 HOMER CITY COUNCIL MEETINGS
LIBRARY ADVISORY BOARD MEMBER ATTENDANCE

It is the goal of the Board to have a member speak quarterly to the City Council at council meetings. There is a special place on the council's agenda specifically for this. After Council approves the consent agenda and any scheduled visitors it is then time for staff reports, commission reports and borough reports. That is when you would stand and be recognized by the Mayor to approach and give a brief report on what the Board is currently addressing, projects, events, etc. **A Board member is scheduled to speak and has a choice at which council meeting they will attend. It is only required to attend one meeting during the month that you are assigned.** However, if your schedule permits please feel free to attend both meetings. Remember you cannot be heard if you do not speak.

The following Meeting Dates for City Council for remaining 2016 and through August 2017 is as follows:

January 9, 23 2017	<u>No LAB Meeting</u>	
February 13, 27 2017		
March 13, 28 2017		
April 10, 24 2017		
May 8, 22 2017		
June 12, 26 2017	<u>No LAB Meeting</u>	
July 24 2017	<u>No LAB Meeting</u>	
August 14, 28 2017		
September 12, 26 2017	<u>No LAB Meeting</u>	
October 9, 23 2017		
November 27, 2017		
December 11, 2017		

Please review and if you will be unable to make the meeting you are tentatively scheduled for please discuss.

PLEASE NOTE: When additional commissioners are appointed the proposed schedule above will reflect those added commissioners.