

- Display of pornographic images in public view in the Library is prohibited and may result in loss of library privileges and possible civil or criminal penalties.
- The Library does not assume liability for damage to or loss of personal property, or for any personal injury, which occurs as a result of the actions of the sponsors or participants in meetings scheduled at the Library.
- Homer Public Library facilities and ground may not be used for activities deemed inappropriate by the Library Director.
- Exceptions to the guidelines of this policy may be granted by special permission of the Library Director.

GROUP STUDY ROOM GUIDELINES

- Group study rooms are available for use only when the Library is open to the general public. Rooms are kept locked when not in use. Rules for use of the rooms must be followed. Rules are posted in each room. Capacity of the rooms is 6 individuals, with up to 8 individuals allowed on a case-by-case basis with permission from Library staff.
- Rooms are available on a first-come, first-served basis except when scheduled by Library staff for governmental meetings, one-time educational uses such as proctoring tests, or to accommodate unexpected conflicts in conference room use. Use is limited to a two-hour period. Additional time may be granted if no other groups or individuals wish to use the room.

Use of Group Study Rooms by Individuals

- Group study rooms are intended primarily for the use of small groups. Individuals wishing a quiet study area should use the individual study nooks. If the study nooks do not meet the needs of the individual, a group study room may be used with the understanding that the individual may be asked to vacate the room to accommodate a group.
- Individuals taking proctored examinations may use the group study rooms by appointment. The Library's designated proctor will book rooms for this purpose.

Identification:

- One member of a group must agree to be responsible for the use of the room, and must check in at the front desk. Staff will hold the responsible person's photo ID (or library card if the individual does not have a driver's license or state ID card) while the group is

81 using the room, and will inspect the room for damage and make sure it is locked before
82 returning the ID or library card.

- 83 • Patrons taking proctored exams are not required to leave ID at the front desk.

84
85 **The person signing for a group study room is responsible for seeing that it is used in**
86 **accordance with the following rules and for any damage that might be done to the room or**
87 **its furnishings.**

- 88 • Capacity is not to exceed 6 persons without staff permission.

- 89 • No food is allowed. Bottled water only.

- 90 • Room is to remain unlocked while in use.

- 91 • Lights must be on.

- 92 • Furniture is not to be removed from nor added to the room.

- 93 • Noise levels should not be audible outside the room.

- 94 • No materials may be affixed to walls or other surfaces.

- 95 • Users must notify the front desk when finished.

96 Violation of any of the above rules is grounds for the entire group's forfeiture of use of the room.

97 98 **CONFERENCE ROOM AND VIDEO CONFERENCE GUIDELINES**

99 The conference room and video conference equipment are intended to further the Library's
100 mission through enriching lives and encouraging informational, educational, and cultural
101 activities. When library activities are not occupying the conference room, other groups may use
102 it during open hours for lawful, noncommercial purposes.

- 103
104
105 • Library use of the conference room takes precedence. Meetings that interfere with normal
106 Library functions are not permitted.

- 107
108 • Use of the conference room must be scheduled in advance.

- 109
110 • All meetings, programs and video conferences during hours when the Library is open to
111 the general public will be free and open to the public. Exceptions will be made to allow
112 employment interviews that require teleconference or videoconference equipment.

- 113
114 • Conference room capacity of 46 people may not be exceeded.

- Meetings must end 15 minutes before other scheduled meetings and before the Library closes.
- The Library reserves the right, with 24 hour notice, to cancel permission to use the conference room or to provide a substitute room, if available.

Refreshments

A small refreshment preparation area with sink is available in the Conference Room. There are neither cooking facilities nor methods for keeping food heated or cooled. Users are responsible for cleanup and for any damages incurred.

Equipment

- Internet-capable flat screen television monitor
- Projector screen and digital projector
- Laptop computers
- Teleconference equipment
- Videoconference equipment
- Two carousel slide projectors and extra carousels (also available for check out)
- Overhead projector (also available for check out)
- 16 mm movie projector (also available for check out)

The Library is not responsible for any damage to users' equipment. Library staff will explain the proper use of Library equipment before it is operated by non-staff users.

Library equipment may not be used in the following ways:

- Harassment of others
- Violation of Federal or State law
- Unauthorized duplication of protected software or licensing agreements
- Destruction, damage to, or unauthorized alteration of the Library's equipment
- Any unauthorized disclosure, use and dissemination of any personal identification information regarding minors
- Accessing child pornography

- *Display of pornographic images in public view in the library is prohibited and may result in loss of library privileges and possible civil or criminal penalties.*

Conference Room and Video Conference Requests

- Video conferences sponsored by the Library and by Friends of Homer Public Library receive first priority.
- Groups interested in using the video conference equipment and/or the conference room must first fill out a **Conference Room and Video Conference Application**, which will designate the group member who assumes the duties of Responsible Party for the group. It is advisable to reserve video conference equipment at least two weeks in advance to insure availability.
- Conference room and video conference equipment use may be requested only by adults. Persons under the age of 18 must be sponsored and supervised by an adult responsible for the group.
- The Responsible Party agrees to ensure that Library policy will be followed and accepts financial responsibility for any charges incurred by the group for damage caused to the building or equipment beyond normal wear.
- A reservation is not confirmed until the application has been approved by the Library Director or the librarian in charge.

User Responsibilities

- The Responsible Party must check in with staff before and after a meeting and is responsible for reasonable care of the videoconference equipment, the conference room, and any other equipment used.
- The Responsible Party agrees to ensure that equipment is used according to library guidelines, as demonstrated by library staff.
- Library staff must be notified in advance of cancellations. Failure to notify Library staff in advance may disqualify the user from future use of the room.
- The Responsible Party agrees to ensure that the room is cleaned up and returned to its pre-use condition, including furniture arrangement.
- In order to avoid damage, only materials approved by Library staff may be affixed to walls or other surfaces.

- Abuse of equipment or failure to follow library rules on conference room and video conference equipment use may be grounds for denial of permission for further use.

Videos and films may be used for public programs and in scheduled private meetings but must have public performance rights.

USE OF SPACES OTHER THAN GROUP STUDY ROOMS AND CONFERENCE ROOM

During Library Hours

Use of spaces in the Library other than group study rooms and the conference room for group activities during hours when the Library is open to the general public must be approved by the Library Director as compatible with Library operations and use of the Library by other patrons.

Outside Library Hours

Spaces in the Library other than group study rooms and the conference room may be used for events and meetings during hours when the Library is not open to the general public on a limited basis by reservation and for a fee. All after-hours events must be approved in advance by the Library Director and supervised by Library staff or other supervisors approved by the Library Director. Scheduling of after-hours events is dependent upon availability of an individual approved to supervise. See the **After-Hours Facility Use Agreement** for fees and the conditions of use.

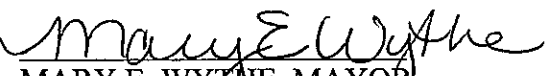
The fee for use may be waived at the discretion of the Library Director on a case-by-case basis for non-profit groups that provide significant support to the Library or Friends of the Homer Public Library.

An After-Hours Facility Use Agreement must be approved by the Library Director.

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby amends the Homer Public Library Facility Use Policy to reflect the recommendations of the Library Advisory Board.

PASSED AND ADOPTED by the City Council of Homer, Alaska, this 22nd day of July, 2013.

CITY OF HOMER



MARY E. WYTHE, MAYOR

230 ATTEST:

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232

233

234  JO JOHNSON, CMC, CITY CLERK

235

236 Fiscal Note: N/A

237





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Memorandum 13-100

TO: MAYOR WYTHER AND CITY COUNCIL
THROUGH: RENEE KRAUSE, CMC, DEPUTY CITY CLERK
FROM: LIBRARY ADVISORY BOARD
DATE: MAY 22, 2013
SUBJECT: RECOMMENDATION TO APPROVE THE FACILITY USE POLICY

At the regular meeting May 7, 2013 the Library Advisory Board discussed the proposed Facility Use Policy.

Below is the excerpt from the minutes of that meeting with the recommendation to approve the policy.

A. Review and Approve Final Draft of Facility Use Policy

The Board spoke favorably about the final draft. Library Director Dixon reported the City Attorney commented they are within the rights to prohibit patrons to view pornographic material on their equipment, so she is okay with that clause. They briefly discussed the issue and Mrs. Dixon said they will try to continue to handle it with good public relations and remind equipment users to be thoughtful about what is being viewed.

GROESBECK/KLOUDA MOVE TO APPROVE THE FACILITY USE POLICY AS PRESENTED.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

There was brief discussion about definitions, point was raised that they had discussed it previously and felt that keeping the Library Director as the final authority was most appropriate.

LIBRARY ADVISORY BOARD
REGULAR MEETING
FEBRUARY 5, 2013

Session 13-01 a Regular Meeting of the Library Advisory Board was called to order on February 5, 2013 at 5:03 pm by Chair Eileen Faulkner at the Homer City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: BOARDMEMBERS GROESBECK, FLETCHER, FAULKNER, AND STROBEL

TELEPHONIC: BOARDMEMBER GORDON

STAFF: LIBRARY DIRECTOR ANN DIXON
DEPUTY CITY CLERK RENEE KRAUSE

APPROVAL OF THE AGENDA

GROESBECK/FLETCHER – MOVED TO APPROVE THE AGENDA.

Chair Faulkner requested to add Facilities Report to the agenda. There was a brief discussion on adding this as a subtopic under the Facilities Use Policy for this meeting only for discussion. The agenda has been published so no new items should be added to agenda but since there is a Facility item under Pending business it will fit under that item this time.

The amended agenda was approved by consensus of the Board.

PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA

There was no audience present.

RECONSIDERATION

There were no items for reconsideration.

APPROVAL OF THE MINUTES *(Minutes are approved during regular meetings only)*

A. Meeting Minutes for the Regular Meeting on November 6, 2012

Chair Faulkner requested approval of the minutes.

GROESBECK/FLETCHER - MOVED TO APPROVE THE MINUTES AS AMENDED.

Ms. Dixon provided the correct spelling for Heather Lende on page 2 of the minutes under the Director's Report. Boardmember Fletcher requested clarification on page 3 of the minutes, item F. Budget & Statistics report, line 144. She stated that the way it was written was confusing. Ms. Krause will change the fifth word from "she" to "Ms. Faulkner" for clarity.

The minutes were approved as amended by consensus of the Board.

VISITORS

There were no visitors scheduled.

STAFF & COUNCIL/COMMITTEE REPORTS/ AND BOROUGH REPORTS

A. Friends Report

Ms. Dixon reported that the Friends have been primarily occupied with the Big Read; they have ordered new shelving for the DVD collection.

LIBRARY ADVISORY BOARD
REGULAR MEETING
FEBRUARY 5, 2013

B. Next Friends Meeting – February 13, 2013 at 6:00 P.M. Library Conference Room

Chair Faulkner noted that no Board member will be in attendance at the next Friends meeting. Ms. Dixon stated she would be there and could provide a brief report.

C. Director's Report January & February 2013 and Monthly Statistics

Ms. Dixon distributed the statistics. Ms. Dixon commented on the rise in attendance for January. She stated that the reason may possibly be the Big Read and other events but was not positive. Ms. Dixon explained the Statistics and what each item was for the benefit of the newest member. It was noted that the attendance of school classes was down. Ms. Dixon said that the visits to the schools by Claudia were in the new section under Outreach.

Ms. Dixon continued by explaining the grant received and what Claudia does on Friday's plus the outreach performed by Sue Gibson for the seniors. Ms. Dixon also informed Boardmembers that the revenue collected and reported under Fines, Fees and Copies, approximately half was for fines and fees collected.

Chair Faulkner commented that for the most part they are only increasing in each category.

Mr. Strobel inquired about the music downloads and if that was just not publicized and used often.

Ms. Dixon elaborated on the success of the Robot construction. The event was booked and the kids really liked it a lot. The 60's Bash was well attended and they had 60's food. She provided clarification on the type of food from the sixties. Another cool thing was the Story Project which is part of the Big Read. They are looking for older residents to record their stories. KBBi will be assisting with the recording.

The Library will be closing on March 4 and 5th due to required staff training for the new system which is being installed. There is a remote training on February 27 and 28th with four days of live in person training for March 4-7. The go live date is scheduled for March 28, 2013. Staff has been busy mapping the policies and procedures into the new software system. The training is in different components and not all staff will be getting all the components.

The Library staff is considering increasing the general check out limit from 12 to 15 and with the new system they will be able to accept credit cards and run them through the city system and transactions must be \$10.00 or more. So they will need to raise the blocking limits. This will make some patrons very happy. The next new informational item is staff will be able to group cards, some families have several cards and they will be able to see them as a whole but still maintain confidentiality requirements.

Mr. Gordon complimented Ms. Dixon on how well this Library was being operated.

E. Landscape Committee Report – Tamara Fletcher

Ms. Fletcher reported that during the last meeting she learned that the spelling of Canarygrass was all one word so she requested the minutes to reflect that spelling.

Ms. Fletcher proceeded to explain the purpose of the Landscape Committee and that they meet six times a year towards the end of each month. Next month she is hoping to have a master gardener as a guest speaker.

The committee will meet on February 28, 2013 at Noon at the Library.

Chair Faulkner added some historical information for Mr. Strobel.

Mr. Gordon asked for clarification on the status of Reed Canarygrass as a perennial.

F. Budget & Statistics Report – Phil Gordon

Mr. Gordon tipped his hat to Ms. Krause for providing such exceptional and complete information for the presentation. He stated that the statistics continue to show that Homer has a deficit compared to other neighboring cities.

Ms. Fletcher suggested presenting a quarterly report to the Council to begin educating them using the information such as the computer usage. She suggested March as a stated point. Mr. Gordon suggested the presentation that was going to be used in December. Mr. Strobel recommended the Board viewing the presentation first. Chair requested the presentation to be added to agenda and requested that the statistical information for Talkeetna be added since this city was previously included in information during the previous years.

There was no further discussion.

H. Children's Art/ Art Report – Eileen Faulkner

Chair Faulkner provided a brief report that no new art has been presented for display. She reminded the Board that her term will be ending soon and they do need a Board member to take on the children's art. Chair Faulkner briefly provided a history of the art for the newest member Mr. Strobel. In response to Mr. Groesbeck noted that the Art component was in the Board's bylaws. It was noted that a Board member initiates the contact with the schools.

A brief discussion ensued on reissuing an invitation to the area schools and early learning facilities and even the schools located in the Russian villages.

Chair Faulkner reminded them that they will need a Children's Art person in April.

PUBLIC HEARING

There were no items for public hearing.

PENDING BUSINESS

There were no items for discussion.

NEW BUSINESS

- A. Discussion and Review of the Proposed Facility Use Policy
 - a. Facilities Report by David Groesbeck

Chair Faulkner introduced the item for discussion.

Ms. Dixon noted the old policies in the packet. She stated that there were so many changes that they did not do the usual procedures of strike out and bold print. She encouraged comment from the Board.

Ms. Fletcher requested on page one line 40 after the word "basis" could they insert "at the discretion of the Library Director" and questioned whether they should add under Refreshments, line 80, "or cooled." Ms. Dixon noted those changes could be made.

Ms. Dixon also felt that the fees portion should be removed since the policies must be approved by Council and if they changed the fees they would have to amend the policies. The Use Agreement does not need Council approval. The Fee Schedule is addressed annually. She would just include a statement to see the Facility Use Agreement for fees and terms of use.

Mr. Gordon inquired if there is a definition of pornographic materials. He does not need to see it or know it but not having may cause problems and he was wondering if the city attorney would have this in case of problems. Ms. Fletcher expounded on Mr. Gordon's concern regarding the City Attorney approving this statement. Mr. Groesbeck requested clarification that they will need the proposed policy on pornographic materials reviewed by the attorney. Ms. Dixon stated that she believed there were actually no changes in the statement. She would double check that this was just carried over from a previous policy.

Chair Faulkner explained the process regarding staff drafting the policy, the Board reviews and comments and then it is submitted for Council Approval.

Ms. Dixon noted a small change in that normally they do not allow the exchange of monies in the Library. Patrons actually had to go out to the parking lot. However they do recognize that there are some occasions when it would be okay such as a class put on by triple A or AARP.

Ms. Krause confirmed that the Policy once approved by the Board will be presented to Council for approval.

Ms. Dixon brought up the video conferencing policy and "open and free to the public" normally a requirement for anyone using the facility and video conferencing equipment is required to have it open to the public. The exception being made is for employment interviews. So far they have had one interview conducted.

The Board agreed that the exception to the policy standards was acceptable.

a. Facilities Report by David Groesbeck

Mr. Groesbeck apologized for the pagination for some reason this was changed when he emailed the report to the Clerk. He also clarified that his report does not contain any item or concern that would fall under general maintenance. His report included the following items:

HVAC

Three factors need to be considered in any discussion of climate control. They are: heating, cooling and indoor air quality. The library has a complex HVAC system that was designed to manage all three needs. However, because of the unpredictability of weather and usage, the system does not always operate at peak efficiency. Staff needs to monitor both building temperatures and air-quality to ensure that the HVAC system is working at peak efficiency. Furthermore, there are specific areas where the climate control system and the architectural design conspire to create problem areas. One notable example is the office area that houses the Friends of the Library staff. During the winter months, this area is cold and redolent with drafts. Another area that has been identified by staff is the entrance area. While the entry has radiant heat in the floor, the vestibule area is open below the ceiling. There is a need to further explore solutions to heat loss as well as reducing the intrusion of cold air in this area.

Building Design and Structure

The extensive use of glass accounts for approximately 60% of conductive heat loss of the walls and about 40% of the entire building's conductive heat loss. This extensive use of glazing is problematic both in the summer when we have extended daylight hours; and in the winter when we have a paucity of sunlight. There is a need to install window treatments in strategic areas to reduce heat loss during the winter months. Hotspots in the summer are normally mitigated with shade and ventilation controlled by the staff. The heat loss during the winter does need to be addressed if we are serious about conservation.

While I am not knowledgeable about building methods and construction in arctic climates, the cold spots in the building such as in the Friends area suggest that more could be done with weather stripping or insulation.

Building Environment

Excessive noise has been repeatedly identified as a detractor to this environment. The entry area and accompanying hallway act like an echo chamber that amplifies noise and pushes it into the reading room. While libraries are no longer silent, the noise level here can often disrupt concentration and disturb patrons. Both staff and patrons have recommended that the library consider sound-dampening measures in the entrance area.

Safety and security

The parking lot has been a problem area for a number of years now. Public Works took some proactive measures to reduce ice buildup in the handicapped parking area. City staff has lowered plow tolerances to reduce snow buildup. There is still a problem with ice in areas that are frequented by children and the elderly. There is a need to reconfigure the parking lot to improve drainage and minimize the accumulation of water and ice. This is a liability issue for the Library and the City.

Traffic flow in the library parking lot is, at times, dangerous. Cars often speed through the parking lot from Heath Street to Safeway. It is recommended that the city install speed bumps in the parking lot to discourage reckless driving. There is a need for crosswalks at the trail head that crosses the parking lot and on Heath Street. Pedestrian crossing signs need to be prominently posted to protect the people who are coming from the post office or from the center of town.

The introduction of the natural gas pipeline into the city, coupled with the challenges of diminishing resources provides an opportunity for the LAB and library staff to address many of the facilities needs of the library. It is recommended that a first step would be for the Board to encourage the Library Director and a LAB representative to meet with city staff to develop an action plan with an accompanying timeline. This would provide a concrete plan that would be measurable and that could be monitored by the Board.

It was noted that the savings that was anticipated with the tweaks to the system was not realized since the cost went up. It was questioned if the system can be converted to gas when that comes through; Ms. Dixon believes that the overall room temperatures have improved. There have been no complaints regarding stuffiness. She did note that it would be good to address the issue of using any savings realized with the conversion to gas on the other needs of the building and that this should be prioritized.

Chair Faulkner recommended providing a clean copy of the report to the City Manager.

B. Welcome to New Board Member Matt Strobel

Chair Faulkner welcomed Mr. Strobel and asked him to provide a little bit about himself.

Mr. Strobel stated he was looking forward to his service on the Board and he accesses the Library quite a bit and he feels that he should carry on the civic service started by his in-laws.

The Board members welcomed him to the LAB.

Ms. Dixon inquired if there were any other applicants for the Board.

INFORMATIONAL MATERIALS

A. Approved Budget 2013

Ms. Fletcher inquired about the line item in the budget no. 5209 Grounds Maintenance. It seemed that it once had a budget then it did not. Ms. Dixon stated she could not remember quite what it was used for; she confirmed that the minimal amount in janitorial covered some supplies but most items under this category was covered by Mike Riley's budget. Ms. Fletcher opined that the snow removal budget was healthy.

COMMENTS OF THE AUDIENCE

There was no audience present.

COMMENTS OF THE CITY STAFF

Ms. Dixon wanted to thank everyone for serving on the Board. The reason the Library is a wonderful place is because of all the volunteers in the community. It would be half the place it currently is.

Ms. Krause had no comments.

COMMENTS OF THE COUNCILMEMBER *(If one is assigned)*

There was no councilmember present.

COMMENTS OF THE CHAIR

Chair Faulkner had no additional comments.

COMMENTS FROM THE BOARD

Ms. Fletcher welcomed Matt to the Board.

Mr. Gordon and Mr. Groesbeck had no comments.

ADJOURNMENT

There being no further business to come before the Chair Faulkner adjourned the meeting at 6:50 p.m. The next Regular Meeting is scheduled for March 5, 2013 at 5:00 pm at City Hall Upstairs Conference Room 491 E. Pioneer Avenue, Homer, Alaska.

Renee Krause, CMC, Deputy City Clerk I

Approved: _____

Session 13-03 a Regular Meeting of the Library Advisory Board was called to order by Acting Chair Gordon at 5:00 p.m. on May 7, 2013 at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: BOARD MEMBERS GROESBECK, KLOUDA, GORDON, STROBEL

STAFF: LIBRARY DIRECTOR DIXON
DEPUTY CITY CLERK JACOBSEN

AGENDA APPROVAL

GROESBECK/STROBEL MOVED TO APPROVE THE AGENDA.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA

None

RECONSIDERATION

There was no reconsideration scheduled.

APPROVAL OF MINUTES

A. March 5, 2013 Regular Meeting Minutes

GROESBECK/KLOUDA MOVED TO APPROVE THE MINUTES.

There was brief discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

VISITORS

STAFF AND COUNCIL REPORT/COMMITTEE REPORTS/BOROUGH REPORTS

A. Friends Report

Library Director Dixon noted that most of the Friends information is included in her staff report.

B. Next Friends Meeting May 8, 2013 at 6 pm in the Library Conference Room

LIBRARY ADVISORY BOARD
REGULAR MEETING
MAY 7, 2013

Board member Strobel commented that he would make an effort to attend the Friends meeting, however because of another commitment, he will likely arrive late.

C. Directors Report March & April 2013 and Monthly Statistics

Library Director Dixon reviewed the monthly statistics that were provided as a laydown. There was brief discussion about fluctuation in the numbers in comparison to last year.

Library Director Dixon also reviewed the information included in her staff report. She elaborated about a work group she is on with Best Beginnings. They held a community event where they pulled together interest groups and organizations that have interest in early literacy. Her working group was tasked with considering a list of information about language and literacy. She was pleased that the library is already doing, or would be doing if they had more time, over half of the items on the listing. Best Beginnings has said one of their goals is to get a full time children's librarian for Homer. She thinks it will take some work because there isn't funding for the position right now, but it is an exciting prospect.

Acting Chair Gordon recognized Representative Seaton who arrived after the start of the meeting and invited him to speak if he had anything to share with the Board.

Representative Seaton commended the Board and recognized the importance of their work for the community. Regarding early literacy, he sponsored HB 90, which is for early testing for vitamin D in pregnant women in their second trimester. A study has shown there is four times the rate of language impairment of kids at age 5, if their mothers had low vitamin D in their second trimester.

D. Landscape Committee Report

Board member Klouda reported the committee received advice from gardener Rosemary Fitzpatrick to clean out the north garden and plant rose bushes. There was discussion of how to handle the iris. The committee agreed to phase them in settling on five rose bushes max. They need volunteers to help clean and plant, under the guidance of Brenda Adams. There was brief discussion about volunteer time bank opportunities and also working with volunteers through the Friends. Board member Klouda said the landscape committee won't be meeting through the summer and she should work with the Friends to try to wrap this up. Library Director Dixon said she can talk with the Friends as well.

E. Budget and Statistic

Acting Chair Gordon reviewed budget and statistic information relating to other libraries, focusing on the title collection, development and expenditures. He reviewed what other cities have spent on their collection development noting that since 2000 our spending is far less than Kenai, Kodiak, Palmer, Seward, and Soldotna, who in most cases, double Homer's spending. He thinks it should come to Council's attention what our superb staff and excellent facility have to work with in terms of material. He and Mr. Groesbeck will update a presentation to council for the Board to look at at their next meeting. They recognize a lot of the library's budget goes to the loan payment, but they want to focus on an education campaign to help Council and others see how the city lacks in collection improvements.

F. Children's Art

LIBRARY ADVISORY BOARD
REGULAR MEETING
MAY 7, 2013

Library Director Dixon commented that former member Eileen Faulkner is still hanging children's art. It was previously suggested to set up a rotating art project with different schools, but Claudia Haines, who works with the children's programs pointed out that teachers are already pressed for art at the school. Mrs. Haines recommended that it might be worthwhile to participate in the Jubilee event each year and that she will work with some of the day cares she is involved with for children's art.

G. Facilities Report

Board member Groesbeck reported progress regarding vestibule. He is looking forward to and waiting to hear from staff.

PUBLIC HEARING

PENDING BUSINESS

A. Review and Approve Final Draft of Facility Use Policy

The Board spoke favorably about the final draft. Library Director Dixon reported the City Attorney commented they are within the rights to prohibit patrons to view pornographic material on their equipment, so she is okay with that clause. They briefly discussed the issue and Mrs. Dixon said they will try to continue to handle it with good public relations and remind equipment users to be thoughtful about what is being viewed.

GROESBECK/KLOUDA MOVE TO APPROVE THE FACILITY USE POLICY AS PRESENTED.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

There was brief discussion about definitions, point was raised that they had discussed it previously and felt that keeping the Library Director as the final authority was most appropriate.

NEW BUSINESS

A. Election of Chair and Vice Chair

Acting Chair Gordon opened the floor to nominations for Chair.

Board member Klouda nominated Acting Chair Gordon, who respectfully declined the nomination.

Action Chair Gordon nominated Board member Groesbeck. There were no other nominations and Mr. Groesbeck was approved as Chair by consensus of the Board.

Chair Groesbeck assumed the gavel and opened the floor to nominations for Vice Chair.

LIBRARY ADVISORY BOARD
REGULAR MEETING
MAY 7, 2013

Board member Gordon nominated Board member Strobel for Vice Chair. There was brief discussion regarding the duties of Vice Chair.

There were no other nominations and Mr. Strobel was approved as Vice Chair by consensus of the Board.

INFORMATIONAL ITEMS

- A. Memorandum to Mayor and Council re: 2013 Land Allocation Plan from Planning Technician Engebretsen

COMMENTS OF THE AUDIENCE

None

COMMENTS OF CITY STAFF

Library Director Dixon thanked the group for participating and those serving as officers.

COMMENTS OF THE COUNCILMEMBER

COMMENTS OF THE CHAIR

Chair Groesbeck thanked the Board for their support and encouraged them to continue to recruit for additional board members.

COMMENTS OF THE BOARD

Board member Strobel said he is happy to be on the board because library is fantastic. In the beginning he wondered about their purpose, and he is getting a better understanding.

ADJOURN

There being no further business to come before the Board the meeting adjourned at 6:18 p.m. The next regular meeting is scheduled for Tuesday, June 4, 2013 at 5:00 p.m. at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

MELISSA JACOBSEN, CMC, DEPUTY CITY CLERK

Approved: _____