



AGENDA
LIBRARY ADVISORY BOARD MEETING
TO BE HELD MONDAY, OCTOBER 20, 2014 at 6 P.M.
IN CITY HALL COUNCIL CHAMBERS
118 ARIZONA STREET, BISBEE, ARIZONA

MEETING CALLED TO ORDER BY _____ AT _____ P.M.

ROLL CALL:

BOARD MEMBERS

CINDA COMBS CHAIR
WILL GRONLUND
FAYE HOESE
JENNIFER JOHNSON
KAREN JUSTICE
JOAN REICHEL
DORIS WELLS

CITY COUNCIL LIAISON: SHIRLEY DOUGHTY, WARD 3

CITY STAFF: PEG WHITE, LIBRARY DIRECTOR

THE FOLLOWING IS TO BE DISCUSSED, CONSIDERED, AND/OR DECIDED UPON AT THIS MEETING.

1. APPROVAL OF MINUTES
2. CORRESPONDENCE AND COMMUNICATIONS
3. CALL TO PUBLIC

OLD BUSINESS

4. NONE

NEW BUSINESS

5. STATE OF THE LIBRARY REPORT FROM DIRECTOR
 - A. STATISTICAL REPORTS
 - B. STAFFING REPORT
 - C. PROGRAMMING UPDATE
 - D. PROJECTS UPDATE
 - E. OTHER
6. FOR THE GOOD OF THE ORDER – NEXT MEETING TBD - MLK, JR. DAY IS 1/19/15
7. ADJOURNMENT

MINUTES OF THE
LIBRARY ADVISORY BOARD MEETING
HELD Monday, July 21, 2014 at 6:00 P.M.
IN COUNCIL CHAMBERS AT CITY HALL
118 ARIZONA STREET, BISBEE, ARIZONA

ROLL CALL:
BOARD MEMBERS

CINDA COMBS	CHAIR
WILL GRONLUND	
FAYE HOESE	
JENNIFER JOHNSON	
KAREN JUSTICE	
JOAN REICHEL	ABSENT
DORIS WELLS	

CITY COUNCIL LIAISON: SHIRLEY DOUGHTY, WARD 3
CITY STAFF LIAISON: PEG WHITE, LIBRARY DIRECTOR

THE FOLLOWING WAS DISCUSSED, CONSIDERED, AND/OR DECIDED UPON AT THIS MEETING.

1. APPROVAL OF MINUTES. Minutes of the April 21 meeting were approved as written.

2. CORRESPONDENCE AND COMMUNICATIONS.

Ms. White reported that two grant requests to the Arizona State Library - one for STEAM (Science, Technology, Engineering, Arts, Mathematics) kits for kids and another for a writing workshop with author Conrad Storar - had been approved. Kits are scheduled to be delivered by the end of July, and the workshop, aimed at authors of non-fiction works for ages 5-12, will be held September 15 from 5-7pm. CQL is one of only 10 libraries statewide selected to host Mr. Storar.

3. CALL TO PUBLIC.

OLD BUSINESS.

4. NONE

NEW BUSINESS.

5. STATE OF THE LIBRARY REPORT FROM DIRECTOR

A. Statistical Report - Ms. White presented both 2013/14Q4 and annual usage statistics - 9,871/38,904 patron visits; 11,643/46,242 physical items circulated (electronic circ numbers will be available at a later date); 2,739/10,653 public computer users; 7,643/30,181 library website hits; 686/2,734 program attendees; 1,387/5,022 reference questions answered; 713/2,929 interlibrary loan items supplied; 913/3,576 interlibrary loan items borrowed; 74/268 new library cards issued. Ms. White also provided a copy of the latest (FY12/13) Annual report to the Board.

B. Staffing Report - Staffing is stable at 2.9FTE (2 FT + 2 @ 19 hrs/wk). Library volunteers also provide valuable and much-appreciated additional assistance.

C. Programming Update - Ms. White distributed and discussed the August program schedule, the Summer Reading Program, plans for the Storar writing workshop, and possible children's programs to be developed around STEAM kits.

D. Projects - Flooring replacement in public restrooms and the hardwood maple hallway refinishing projects are complete. In response to a question from Mr. Gronlund, Ms. White explained the role of DoC workers in assisting with projects and in general building maintenance.

E. Other - Ms. White reported that the FY2014/15 budget remained stable in most areas, but that changes included a 3% raise for all city staff (the first in six years) and an additional \$17,000 for building maintenance and repair. In response to a question from Ms. Combs, Ms. White updated the Board on plans to repair, paint, and/or power wash the library's exterior. In response to a question from Ms. Justice, Ms. White and the Board discussed possible ways in which the Board could work to increase the library's general fund allocation.

6. FOR THE GOOD OF THE ORDER. The next LAB meeting will be held October 20, 2014.

7. ADJOURNMENT. The meeting was adjourned at 6:40 pm.

