

**MINUTES OF THE  
LIBRARY ADVISORY BOARD MEETING  
HELD Monday, January 30, 2023 at 5:30 PM  
at the Copper Queen Library located at 6 Main Street, Bisbee, AZ 85603**

**ROLL CALL:** The Meeting was called to order by Cinda Combs at 5:30 PM  
**BOARD MEMBERS**

CINDA COMBS (CHAIR) - ABSENT  
DONNA WIRTEL - EXCUSED  
MARY ANN HARLAN  
MICHAEL WILSON  
WILL GRONLUND  
ANGELIKA JOHNSON  
NANCY SHAUL

**CITY COUNCIL LIAISON:** LESLIE JOHNS, WARD 1  
**CITY STAFF LIAISON:** JASON MACOVIAK - LIBRARY MANAGER

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

**1. APPROVAL OF MINUTES.**

Ms. Harlan asked that the minutes be changed from the October 17, 2022 meeting to reflect the correct January 2023 meeting date from January 23, 2023 to January 30, 2023. The minutes were then approved with the change.

**2. CORRESPONDENCE AND COMMUNICATIONS.**

Mr. Macoviak spoke about the cancellation of the Friends of the Copper Queen Library Chocolate Tasting, which would have celebrated its 30<sup>th</sup> year in 2023. He explained that between the Cochise County Health Department's requirements and the ongoing COVID-19 Pandemic, the Friends decided to cancel the event and focus their energies on creating a new fundraiser that did not involve food. He mentioned that the Friends were going to be selling t-shirts, as well as Friends' Memberships at the Bisbee Saturday Market on Saturday, February 11, 2023 from 9 AM - 1 PM. He also noted that the CQL would also have a table set up at the Market to market library programs and services. Board members expressed that they were disappointed to see the end of such a long-standing, popular event.

**3. CALL TO PUBLIC.**

There was no call to the public.

**OLD BUSINESS.**

**4. ELIMINATING ALL FINES**

Mr. Macoviak updated the Board on the Bisbee City Council Presentation to eliminate adult fines. He stated that he was scheduled to present the Library Advisory Board's recommendation to eliminate fines on Tuesday, February 7, 2023 at the Bisbee City Council Meeting, which will be held at 7 PM in City Council Chambers, located on Tovreaville Road. The Board discussed final details, including using increased print services fees as a replacement for funds that will be lost due to the elimination of fines. Mr. Macoviak stated that he thought that expanding print services could be a good way of increasing library revenue. He noted that fees associated with print services were already above projected revenues. Mr. Macoviak requested that Board members attend the meeting to help support the recommendation, if they were available to do so. Ms. Harlan stated that she would attend the meeting and make herself available if the City Council had any questions. Mr. stated that he would present the recommendation on behalf of the Board, and as the staff liaison to the Board. Ms. Johns requested that Mr. Macoviak send his notes for his presentation before the meeting so that she could review them. Mr. Macoviak stated that he would send his notes to the entire Board.

**NEW BUSINESS.**

**5. STATE OF THE LIBRARY REPORT FROM THE LIBRARY MANAGER**

**STATISTICS :** Mr. Macoviak presented statistics for the second quarter of the 2022-2023 fiscal year (October - December 2022). He noted that circulation was increasing back to pre-pandemic levels.

He noted that patron participation in library programs was also on the rise. Mrs. Harlan commented on the interlibrary loan stats and questioned if the CQL always lent out more materials than they borrowed. Mr. Macoviak explained that this has been the case for the last year, and that other Cochise County libraries were borrowing more and more items from the CQL. He also explained how holds worked, and that the CQL was the second choice (behind Benson) when patrons placed a hold. He also noted that the CQL's collection contained many resources that the other libraries didn't have. Mr. Macoviak spoke about the CQL's outreach efforts, including at the Bisbee Saturday Market and the Annex Open Houses, which are held in conjunction with the Bisbee Science Lab's Pie & Sky Astronomy Nights. He explained that these events are getting more and more popular and that they have drawn a lot of new patrons into the Annex. Ms. Johnson commented on the amount of new users that were added (107) and stated that she was pleasantly surprised that the library had that many new users.

**STAFFING :** Mr. Macoviak announced that the Library had one vacancy, the Early Literacy Coordinator, who works out of the CQ Library Annex. He noted that the library would be conducting interviews for the position the week of February 6, 2023. He noted that the library was very excited to fill the position and have some much needed assistance. He stated that the Library Manager and Program Coordinator were covering the shifts at the Annex with the help of Volunteers.

**GRANTS :** Mr. Macoviak gave an update on some of the grants the Library has been working on.

**LEGACY FOUNDATION :** Mr. Macoviak stated that the StoryWalk project, which was funded by the Legacy Foundation (\$14,000) was completed. He noted that the StoryWalks were installed in Garfield Park in Old Bisbee and Upper Vista Park in Warren. He noted that stories would be changed out each season, and would contain at least one bilingual story. He said that feedback has been positive, except one incident where a child cut his face on one of the signs. Ms. Johnson commented that she participated in the Garfield Park StoryWalk and thoroughly enjoyed it. She also commented that she appreciated the prompts that were included with each set of pages, encouraging participants to think beyond the page.

**ARIZONA COMMUNITY FOUNDATION :** Mr. Macoviak announced that the Copper Queen Library received a \$24,000 grant from the Arizona Community Foundation for continued work at the CQ Library Annex Patio. He explained that some of the funds would be used to fix gutter issues and to rebuild the sand pit area, as well as create a water feature, outdoor kitchen, and mural. Other funds will be used to continue and expand programs at the Annex.

**PROGRAMMING :** Mr. Macoviak discussed current and upcoming programming at the CQL and CQ Library Annex. He mentioned that library staff was preparing for this year's summer reading program, All Together Now. He stated that they would work with the theme of community this summer and create programs to teach kindness, empathy and building community. Ms. Harlan mentioned the program of One Book, One Community as a way to engage our adult patrons. Mr. Macoviak also talked about moving away from a virtual format for the library's Tuesday evening lecture series and having more in-person programs. He stated that they could even have programs in the CQL's Living Room so that patrons could spread out more.

**OTHER :** Mr. Macoviak discussed the timeline for the library's new HVAC system. He stated that the City of Bisbee has chosen a company from their RFP process to install the new system. He said that the new system would eliminate the evaporative coolers on the roof and replace them with a new heating/air units. He explained that the elimination of the evaporative coolers would eliminate a lot of unwanted moisture in the summer months. He explained that the installation wouldn't take place until June or July, due to the supply chain.

6. **FOR THE GOOD OF THE ORDER.** It was noted that the next meeting would be held on Monday, April 17, 2023 at 5:30 PM at the Copper Queen Library. Mr. Macoviak also provided a list of the remaining Library Advisory Board Meetings for 2023.
7. **ADJOURNMENT.** The meeting was adjourned at 6:20 PM