

**MINUTES OF THE
LIBRARY ADVISORY BOARD MEETING
HELD Tuesday, April 8, 2025 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
DONNA WIRTEL
MARY ANN HARLAN
MICHAEL WILSON (excused)
WILL GRONLUND (excused)
ANGELIKA JOHNSON
MATT COOK

CITY COUNCIL LIAISON: LESLIE JOHNS, WARD 1 (excused)
CITY STAFF LIAISON: JASON MACOVIAK - LIBRARY MANAGER

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

1. APPROVAL OF MINUTES.

Minutes from the January 13, 2025 meeting were approved.

2. CORRESPONDENCE AND COMMUNICATIONS.

NONE

3. CALL TO PUBLIC.

There was no call to the public.

4. OLD BUSINESS.

Review of Library Policies - The Board reviewed the Copper Queen Library's existing policies and recommended the following changes :

Collection Development Policy - Correct spelling mistake

Minor Policy - Remove outdated COVID policy.

Circulation Policy - Remove outdated section on library fines on overdue materials

Add section on Library of Things - 18+

Add Annex hours

Remove limits on checkouts of books, cds, and DVDs

Patron Behavior Policy - Add section to protect staff from poor patron behavior and abuse of library staff

Change section on animals that are allowed in the library to include all well-behaved dogs on leashes

Tool Policy - Remove sentence that contradicts that only the patron that checked out the tool can use it.

Internet Policy - Add better instructions on how to unblock a legitimate website from the library's filters.

Meeting Room Use Policy - TABLED for discussion at next meeting due to not everyone receiving the policy to review.

There was discussion on creating a new "opportunity" library card for people who are unhoused and unable to verify an address with a piece of mail and picture ID.

Mr. Macoviak will come up with a policy for review at the next meeting.

5. NEW BUSINESS.

STATE OF THE LIBRARY REPORT FROM THE LIBRARY MANAGER

STATISTICS : Mr. Macoviak presented statistics for January - March 2025. He noted that the library checked out 14,870 physical items in that three month time period, including 4,001 adult books, 1,750 kids books, 249 audio cds and 5,122 dvds. He also gave statistics for the Children's Library.

He stated that the library checked out 266 juvenile fiction books, 246 graphic novels, 204 juvenile nonfiction books, 100 young adult novels, 110 board books, 503 easy books and 37 kids audio CDs. He also stated that the library hosted 39 preschool programs with 409 participants (which includes parents and caregivers). He noted that the library was still lending out more materials to other county libraries than borrowing, which shows that patrons are finding a lot of what they need right here in the library. Mr. Macoviak also talked about the Library of Things checkouts, including 136 internet hotspots, 46 culture passes, 300 packs of seeds, 71 tools. He noted that the total checkouts from the Library of Things 321. He also distributed an info graphic on eContent use from 2019 - 2024 which showed a large increase in eBook, eAudiobook, and digital magazines. He noted that patrons checked out 1077 eBooks, 1231 eAudiobooks and 748 digital magazines in the first three months of 2025.

STAFFING : Mr. Macoviak noted that there were no changes to Library Staff. He did note that the library had a new volunteers at the Main Library. He noted that volunteers help library staff concentrate on other tasks. He also noted that he is working on the upcoming budget and is requesting that the CQL's Early Literacy Coordinator hours be increased to 30 hours per week, which would add an extra day to the Coordinator's work schedule to concentrate on outreach in the community. He stated that he would present the proposed budget to the Bisbee City Council on Monday, April 21, 2025 at the City of Bisbee Budget Hearings.

PROGRAMMING : Mr. Macoviak updated the Board on the Copper Queen Library's programming efforts. Mr. Macoviak talked about Poetry Month and the new poetry banners the library made to honor the poetry of local poets in the CQL's Poetry Critique Society. He also discussed upcoming events including the 1st Annual Bisbee Zine Fest, the Ice Cream Social and Early Literacy Fair, and the Summer Fun Program, Color Your World.

NEW OFFERINGS : Mr. Macoviak updated the board on new offerings at the Copper Queen Library, including new Rock Hunting Backpacks, new Pretend and Play Kits, new Early Literacy Kits, and Social Emotional Learning Kits. He also mentioned that new tools have been added to the Tool Library (thanks to a donation to the Friends). He also talked about the library's new VOX Talking Book Collection for kids, sponsored by the Friends of the Copper Queen Library. He stated that the new collection has been well-received.

IMLS (Institute of Museum and Library Service) Elimination and the impact on Arizona Libraries : Mr. Macoviak shared information from the Cochise County Library District. He noted that the only Arizona State Library program discontinued so far is Digital Navigator service offered through Connect Arizona. Renewal rates for the upcoming fiscal year (FY 25/26) have already been set, and are covered by the five-year master contract managed by the State Library. So it sounds like even if the State Library is unable to pay their share, the cost for individual counties will not change, and counties should not lose access to the resources in the statewide package. ***This means that access to Ancestry, Britannica, Data Axle, Novelist, and products from Gale (including Chilton Library) and EBSCO should not be disrupted in Cochise County.*** The exception is Pronunciator, the language database, which is funded entirely by the State Library as a replacement for an older platform that was discontinued. Pronunciator access could be cut off in July, and the odds of finding an affordable way to fill the gap are not great. If the State Library is not able to pay for databases, the ZIP code-based statewide database access offered through the State Library website will be cut off on July 1. That would eliminate access for residents without a library card, which would be a significant change. FY 25/26 is the last year of the master contract. For another statewide database package to take its place, a new contract would need to be worked out by January 2026. The State Library has handled that process for many years but may not be in a position to do so again. the State Library has covered 100% of the cost of this collection for many years. Even before the news about IMLS, it was clear that was not sustainable. So, they had worked out a cost sharing plan for FY 25/26 that would have covered more than 40% of the \$10,000 price tag for Cochise County. As for Digital Magazines, he noted that if the State Library does not have funding to move ahead with the cost share, it is possible that OverDrive will offer some additional discount to help us bridge the gap. Either way, this should be something the County Library thinks they can manage if their budget process goes well.

The digital magazines are popular, and usage has grown steadily since OverDrive took over the collection from RBDigital in 2021. Countywide, there were 3,409 digital magazine checkouts in 2022, 6,299 in 2023, and 11,646 in 2024. Mr. Macoviak stated that there was no information yet for other programs facilitated by the State Library, including Talking Books, Reading Arizona, the Arizona Memory Project, the State Library statistics (Public Library Survey), summer reading program support, or all the professional development services Arizona libraries have relied upon for decades. Changes in those areas will clearly impact Arizona libraries and residents, and there is a great deal of uncertainty. He also noted that the future of LSTA subgrants seems dim, though there has been some talk that they might be administered through a different federal agency or channel in some future iteration. Mr. Macoviak noted that the CQL did submit a \$4000 grant to maintain the hotspot program, but details of funding was unsure.

6. **FOR THE GOOD OF THE ORDER**: Mr. Macoviak noted that the next meeting is scheduled for Tuesday, July 8, 2025 at 5:30 PM at the Copper Queen Library.
7. **ADJOURNMENT**. The Meeting was adjourned at 6:50 PM.