

**MINUTES OF THE  
LIBRARY ADVISORY BOARD MEETING  
HELD Monday, October 19, 2015 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  
DORIS WELLS

EXCUSED

ACTING CHAIR

**CITY COUNCIL LIAISON:** SHIRLEY DOUGHTY, WARD 3

**CITY STAFF LIAISON:** PEG WHITE, LIBRARY DIRECTOR

THE FOLLOWING WAS DISCUSSED, CONSIDERED, AND/OR DECIDED UPON:

1. **APPROVAL OF MINUTES.** Minutes of the April 20, 2015 meeting were approved as written (there was no July meeting).
2. **CORRESPONDENCE AND COMMUNICATIONS.**
  - 1) Ms. White updated the Board regarding her "Bisbee 101" presentation on September 3
  - 2) The library's new public photocopier is now installed
  - 3) The Friends of the Library's 5<sup>th</sup> Annual Altered Books Artists' Showcase fundraiser will be held Saturday, November 14, from 5-8pm at Sam-Poe Gallery, with artists' pieces (up to 3) due on Thursday, November 12, between 11:30am-5pm
  - 4) The Friends of the Library's 25<sup>th</sup> Annual Chocolate Tasting fundraiser will be held Saturday, February 13, 2016, from 6-9pm at Central School
  - 5) Ms. Wells shared information about creation of a National Quilt Database in which she is participating

3. **CALL TO PUBLIC.** No public

**OLD BUSINESS.**

4. NONE

**NEW BUSINESS.**

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

- A. **Statistical Report** – Ms. White presented monthly statistics for July - September 2015 and an FY15/16 First Quarter statistical report. During Q1, there were 8,417 patron visits; 10,842 physical items circulated; 2,001 public computer users; 6,554 library website hits; 579 program attendees; 1,428 reference questions answered; 648 interlibrary loan items supplied; 843 interlibrary loan items borrowed; and 61 new library cards issued. Ms. White also shared an infographic of FY14/15 statistics
- B. **Staffing Report** – September 23 was the last day at CQL for Mr. Jason Macoviak, Library Coordinator, who accepted an offer of employment at the Cochise County Library District. Recruitment is currently in process to fill both the full-time Coordinator and the part-time Programming vacancies.
- C. **Programming Update** – Ms. White distributed the October 2015 program flyer and informed the Board that Ms. Brittainy Enriquez was now facilitating Preschooler's Story Hour. Ms. Reichel sought clarification on CCHD programming scheduled to be held in the Meeting Room. Regarding future programming, Ms. Justice indicated that she would be interested in presenting programs related to financial planning. Ms. White said that program scheduling for 2016 was already in process
- D. **Projects** – Relocation of the Sustainability Collection to the second floor is complete, including signage
- E. **Other** – Ms. White reported that the FY15/16 budget required each city department in the General Fund to take furlough hours, and that library employees had taken 34 unpaid hours to date, including library closures on Friday, September 3 and Friday, October 9.

6. **FOR THE GOOD OF THE ORDER.** The next LAB meeting date is TBD (January 18, 2016 is a holiday)

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