

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

ROLL CALL:
BOARD MEMBERS

CINDA COMBS
WILL GRONLUND
JENNIFER JOHNSON
KAREN JUSTICE
SUSAN MATTHEWS
JOAN REICHEL
DORIS WELLS

CITY COUNCIL LIAISON: SHIRLEY DOUGHTY, WARD 3 -- ABSENT
CITY STAFF LIAISON: JASON MACOVIAK - LIBRARY SERVICES COORDINATOR

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

1. APPROVAL OF MINUTES. Minutes of the JANUARY 25, 2016 meeting were approved as written.
2. CORRESPONDENCE AND COMMUNICATIONS.
Mr. Macoviak noted that the date for the 6th Annual Altered Books Show was set for Saturday, August 27 and would be held at the Central School Project. Ms. Combs welcomed Susan Matthews as a new member to the Library Advisory Board.
3. CALL TO PUBLIC.
There was no call to the public.

OLD BUSINESS.

4. NONE

NEW BUSINESS.

5. STATE OF THE LIBRARY REPORT FROM THE LIBRARY SERVICES COORDINATOR
 - A. Statistical Report - Mr. Macoviak presented statistics for the third quarter - 11,229 items circulated, 7,155 patron visits, 579 program attendees. Graphs were also distributed showing patron attendance and item checkouts, from July 2015-present.
 - B. Staffing Report - Mr. Macoviak reported that staffing remained at 1 full-time and 2 part-time employees. It was also stated that a decision packet was presented to the Finance Director and City Manager requesting another part-time employee for the 2016-2017 fiscal year.
 - C. Programming Update - Ms. Williams distributed and discussed the April program schedule, the new library logo, the school registration form for the 2016-2017 school year that will include an application for a CQ Library Card, the tentative schedule for this year's Summer Reading Program, "Read Our Town," and also discussed the upcoming "Be Bisbee Festival" to be held in City Park on Memorial Day Weekend and the possibility of offering Adult Computer Literacy Classes at the Library. Ms. Wells offered her help with the classes.
 - D. Potential Changes: Circulation Policy, Visitor Card - Mr. Macoviak presented an updated Circulation Policy that contained more detailed information about library services. He also explained that he learned the library has a Temporary Library Card for winter visitors and that it required a \$25 deposit, \$10 of which was returned when the card was returned, as per City Code. Ms. Combs asked if there was a way to change the code, so that the full deposit could be returned. Mr. Macoviak said he would look into how that process could work.
 - E. Discussion with members of the Friends of the CQ Library of potential joint projects - Nothing was discussed.
 - F. Other - Ms. Justice said that the yearly endowment money for the purchase of books by local authors was to be received by the Friends in May. Ms. Reichel mentioned the Friends' Spring Tea was coming up on Saturday, April 30 at the Women's Club. Ms. Justice reminded everyone the importance of voting in the upcoming election. Mr. Macoviak talked about the development of the library's new website. Ms. Combs gave an update on the Citizen's Liaison Committee Meeting that she attended. She said that it would be great if the CQ Library hosted the meeting next year.
6. FOR THE GOOD OF THE ORDER. The next LAB meeting will be held July 18, 2016.
7. ADJOURNMENT. The meeting was adjourned at 7:03 pm.