

MINUTES OF THE
LIBRARY ADVISORY BOARD MEETING
HELD Monday, July 18, 2016 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 -- ABSENT

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 from the meeting on April 18, 2016 were approved with the correction of Susan Mathew's name.
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 and that the End of Summer Reading Program/LEAP Extravaganza would be held on Friday, July 22 at the Bisbee Royale from 3-5 PM. A flyer was distributed to each board member.
3. CALL TO PUBLIC.
There was no call to the public.

OLD BUSINESS

4. Temporary library card update - Nothing was discussed.

NEW BUSINESS

5. STATE OF THE LIBRARY REPORT FROM THE LIBRARY SERVICES COORDINATOR
 - A. Statistical Report - Mr. Macoviak presented statistics for the 2015-2016 fiscal year - 42,716 items circulated, 30,148 patron visits, 2,392 program attendees, 277 new card registrations, 4,101 items borrowed or loan from other libraries, 1,226 items added to the library, 6,716 computer users, and 474 volunteer hours worked. He also explained the "Library Value Calculator" which is the standard used by libraries to assign value to the services they provide. He noted that services over the past year for lending materials, programming, and computer use were valued at \$642,755.
 - B. Staffing Report - Mr. Macoviak reported that staffing remained at 1 full-time and 2 part-time employees. Mr. Macoviak noted that he had been hired on Monday, July 17, 2016 as the Library Manager.
 - C. Programming Update - Mr. Macoviak reported that over 300 books were given away during the Summer Reading Program, which will end on July 22, 2016, and that the Preschool Reading Hour was also given books each week to include them in the program. He also noted that an adult book discussion kit (As I Lay Dying, by William Faulkner) was also purchased to include adult patrons in the program. The discussion will take place on Tuesday, August 16, 2016. Mr. Macoviak also gave updates on some of the other children's programs that took place over the summer including, Summer Movie Mondays, Lego Club, and Cochise County Area Reading Council's Coloring Event, hosted by Joan Reichel. Ms. Reichel stated that the first event was fun. Mr. Macoviak also gave an update on future programs, including FrankTalks, Chi Gung, and Adult Computer Literacy Classes. He also stated that planning for next year's 100th Anniversary of the Bisbee Deportation will start soon. Also discussed was the collaboration with Arizona@Work which will have a permanent presence at the library every 1st and 3rd Wednesday of the month. Mr. Macoviak answered questions about Arizona@Work, stating that they are a nonprofit organization devoted to helping people find work and helping businesses find employees.
 - D. Budget Update - Mr. Macoviak gave an update on the budget, which was passed by City Council. He explained that city staff wanted to wait until the new City Manager was hired before pursuing Saturday hours.
 - E. Receipt of Yearly Endowment from Karen Justice - Ms. Combs announced that the endowment had been given to the Friends of the CQ Library and was ready to be spent on materials by local authors, poets, and filmmakers. The board thanked Ms. Justice for the contribution.
 - F. Need Chair Person for October Meeting - Ms. Combs announced that she would not be present at the next meeting and asked if anyone could fill in as Chair. Ms. Justice said she would do it.
 - G. Website Tutorial - Mr. Macoviak gave a brief overview of the library new website (copperqueenlibrary.com). He also explained the new Online Catalog and demonstrated how to renew a book and place a DVD on hold.
 - H. Other - Ms. Reichel presented an idea for the library to provide parking vouchers for those people that have to pay for parking to use the library. A library survey was also discussed. The board thought a survey could be a good idea and discussed how it may be distributed. Ms. Reichel also asked if the library could place ads in the local paper to remind people of our hours. Mr. Macoviak suggested that the library could possibly place seasonal ads to advertise library services. Nothing was decided upon.
6. FOR THE GOOD OF THE ORDER. The next LAB meeting will be held October 17, 2016.
7. ADJOURNMENT. The meeting was adjourned at 7:02 pm.