

MINUTES OF THE
LIBRARY ADVISORY BOARD MEETING
HELD Monday, July 17, 2017, at 5:30 P.M.
IN COUNCIL CHAMBERS AT CITY HALL
118 ARIZONA STREET, BISBEE, ARIZONA

ROLL CALL:
BOARD MEMBERS

CINDA COMBS
WILL GRONLUND
JENNIFER JOHNSON
SUSAN MATTHEWS (ABSENT)
JOAN REICHEL
DORIS WELLS

CITY COUNCIL LIAISON: ANNA CLINE, WARD 3 (ABSENT)
CITY STAFF: JASON MACOVIAK - LIBRARY MANAGER
ALISON WILLIAMS - PROGRAMS COORDINATOR

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

1. **APPROVAL OF MINUTES.** Minutes of the APRIL 17, 2017 meeting were approved as written.

2. **CORRESPONDENCE AND COMMUNICATIONS.**

Mr. Macoviak noted that the date for the Friends of the Copper Queen Library's 6th Annual Altered Books Show was set for August 26, 2017 at the Central School Project and that artists should drop their books off on Thursday, August 24th at CSP by 5:00 PM.

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 MANAGER

A. Statistical Report - Mr. Macoviak presented statistics for fiscal year 2016-2017 compared to statistics from fiscal year 2015-2016. He reported that total checkouts for this past fiscal year (2016-2017) was 51,932, which was 10,259 more items than the previous year. He also reported the library had 28,482 adults patrons and 3416 juvenile patrons visit the library last year and hosted 3,410 adults and 772 juveniles at library sponsored programs. He also noted that the library added 366 adult users and 85 juvenile users over the past year and that volunteers logged 739 hours.

B. Staffing Report - Mr. Macoviak reported that staffing remained at 1 full-time and 2 part-time employees. He noted that the Programming Coordinator's position was increased to 30 hours/week with benefits for the new fiscal year (2017-2018). He also gave an update on the new student volunteer program which started in June. He explained that 3 students were volunteering at the library for credit for their schools.

C. Programming Update - Ms. Williams discussed the current library program schedule and highlighted the success of the library's Deportation Centennial Programs, which were coordinated and produced by the Bisbee Deportation Committee. She also gave an update on the Summer Reading Program. She announced that the End the Summer Reading Program BBQ and Pool Party would be on July 26th from 12-30-2:30 PM at Higgins Park and that everyone was invited. She also discussed the success of Doris Wells' second round of Computer Literacy Classes. Ms. Wells commented that she would be willing to do another series of classes in the Fall. Ms. Reichel asked about the procedure for teaching a class in the meeting room. Ms. Williams explained that all classes must be approved by the library and teachers must be also be vetted.

D. Budget Update - Mr. Macoviak stated the new budget for fiscal year 2017-2018 was to be passed at the next City Council Meeting on July 18, 2017.

E. Grants Update- Ms. Williams stated that the library's application for a CAP (Collections and Programs) Grant for from the Arizona State Library had been granted. The monies will be used to develop a Health and Wellness Collection, in collaboration with the

Cochise County Health Department's Community Health Assessment, as well as programs that will highlight health and wellness. She also stated that two grants had been filed with United Way: One for \$500 to go towards the Health and Wellness Collection, and another for \$500 for the future San Jose Outreach Program. She also presented the library's application for Best Small Library in America. She explained that libraries that serve a population of 25,000 people or less are eligible.

F. Other - Ms. Combs asked how the library being open during the SonoraFest was received. Mr. Macoviak stated that people were very excited to be able to visit the library, especially those who only visit Bisbee on the weekend, when the library is closed. He stated that the library should be seen as an economic development tool for Bisbee, since it is the anchor of downtown, and often serves as a "museum" for people just visiting. He also stated that it is not too soon to start talking about next year's budget, and the library's long-term goal of being open again on Saturdays. Ms. Wells talked about how residents can allocate \$200 of their Arizona State Taxes to a dedicated purpose, like schools and art programs. Ms. Williams stated that that should include libraries as well. Mr. Macoviak then talked about Amazon.com Smile, which contributes a small percentage of your bill to registered non-profits. All agreed that the Friends of the Copper Queen Library should register with amazon.com so that they would be eligible for donations.

FOR THE GOOD OF THE ORDER. The next LAB meeting will be held April 17, 2017.

6. ADJOURNMENT. The meeting was adjourned at 6:32 pm.