

MINUTES OF THE
LIBRARY ADVISORY BOARD MEETING
HELD Monday, July 15, 2019 at 5:30 P.M.
BISBEE CITY HALL
915 S TOVREAVILLE ROAD | BISBEE, AZ 85603

ROLL CALL:
BOARD MEMBERS

CINDA COMBS (CHAIR) -- EXCUSED
DONNA WIRTEL
DORIS WELLS - ABSENT
JENNIFER JOHNSON
JOAN REICHEL
SUSAN MATTHEWS -- ABSENT
WILL GRONLUND

CITY COUNCIL LIAISON: BILL HIGGINS, WARD 1 -- ABSENT
CITY STAFF LIAISON: JASON MACOVIAK - LIBRARY MANAGER
ALISON WILLIAMS, LIBRARY PROGRAM COORDINATOR -- EXCUSED

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

1. **APPROVAL OF MINUTES.** Minutes of the DECEMBER 10, 2018 meeting were approved as written.
2. **CORRESPONDENCE AND COMMUNICATIONS.**

Ms. Reichel noted that the date for the 9th Annual Altered Books Show was set for Saturday, August 31 from 5 - 8 PM and would be held at the Central School Project. She noted that submissions for the show were due on Thursday, August 29 at 5 PM at the Central School. She encouraged everyone to come out and support the Friends of the Copper Queen Library.

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

Statistical Report - Mr. Macoviak presented statistics for the 2018-2019 fiscal year - 65,381 items circulated (an increase of 40% since 2015), 46,060 total visits (an increase of 35% since 2015), 5,161 program attendees (an increase of 50% since 2015), 5,273 internet users, and 5,227 items lent to other libraries. Graphs were distributed comparing data from the past year to 2015. Mr. Macoviak also distributed statistics generated through the library value calculator (endorsed by the American Library Association) which assigns values to specific checkouts. Using the calculator, the library saw a total value of library use of \$1,067,224.00 on \$175,298.00 in investment (library budget for 2018-2019). Mr. Macoviak explained that the values are used to demonstrate a return-on-investment for city staff, mayor and council.

Staffing Report - Mr. Macoviak reported that the library hired Samantha Goerlich as the new early literacy coordinator for the Copper Queen Library Annex for 19.5 hours/week. He noted that she was working as the 10 hour/week library assistant and that position will need to be posted and filled as she transitions into her new role. He also noted the hard work of volunteers who covered the early literacy programs at the Annex while the library looked to fill the position : Joan Reichel, Linda Marshall, and Rhea Scott. Ms. Reichel talked about the importance of the early literacy coordinator and performing outreach in the area, including Naco.

Programming Update - Mr. Macoviak gave an update on programming at the library. He noted that the Summer Reading Program was ending on Wednesday, July 24 with the BBQ/Pool Party at Higgins Park from 11 AM - 2:30 PM. He explained that the Bisbee Fire Department was donating burgers and buns for BBQ, the BHS Band would perform and that the pool would be open to all program participants and their families. He also highlighted some of the programs that the library offered over the summer, including the Mark Kelly Astronaut Event and the Bisbee After Bisbee '17 Symposium. Ms. Reichel thought that having a program at the Annex on Fridays would be a great opportunity for the library to offer something for older juvenile patrons. Mr. Macoviak agreed and did offer that the Bisbee Science Lab had Friday programming at the Annex in an adjacent classroom. He said he was curious to find out if they would continue that after the summer. He also noted that the Cochise County 4-H had occupied another classroom and had been offering programs on Tuesdays throughout the summer. He expressed excitement that momentum was building for the Annex location and that any program activity in any of the classrooms brings

opportunities to all partners.

Budget Update - Mr. Macoviak gave an update on the new Budget for 2019-2020. He noted that the city passed the new budget which included funding the early literacy coordinator position, which was being funded by a Freeport grant. He explained that the grant funding was only for one year and that he was very pleased that the city gave support to the position so the library could continue working with parents and children. He explained that the other line items in the budget were to remain at the same funding level as the previous year.

Fine-Free Juvenile Materials Policy - Mr. Macoviak distributed a draft of the Fine-Free Juvenile Material Policy for review and discussion. He explained that the policy would eliminate fines for overdue juvenile materials and would erase past fines on existing juvenile materials for library users. He noted that this was a trend in library policies across the country, including the rural Cochise County Libraries, who have never had overdue fines on any of their materials. He stated that "overdue" notices would still be sent out via email and that after three notices, the items would be considered "assumed lost" and the patron would be billed for the replacement fees. He noted that the library was considering this change in policy because they have seen overdue fines cut patrons off from library use. He explained that if that happens, the library shuts off access to the library, its materials and its programs, to a group of people that may need it the most. He also noted that a recent teen survey conducted at the end of the school year noted that overdue fines were a common reason why some teens didn't use the library. The policy passed 4 - 0. Mr. Macoviak noted that the next step would be to present the new policy to Mayor and Council.

Library Strategic Plan: Mr. Macoviak gave an update on the Library's 5-Year Strategic Plan that was still being worked on by Library Staff. He noted that the Plan would be brought to the Library Advisory Board for consideration.

Other: Mr. Macoviak gave an update on his recent trip to Washington D.C. for the American Library Association Conference where he accepted the EBSCO Rural Library Service Award on behalf of the Copper Queen Library.

6. FOR THE GOOD OF THE ORDER. The next LAB meeting will be held in October.

7. ADJOURNMENT. The meeting was adjourned at 6:50 PM