

MINUTES OF THE  
LIBRARY ADVISORY BOARD MEETING  
HELD Monday, July 19, 2021 at 5:30 P.M.

**\*\*VIRTUAL MEETING\*\***

THIS MEETING WAS HELD VIRTUALLY WITH ZOOM

**ROLL CALL:** The Meeting was called to order by Cinda Combs at 5:32 PM

**BOARD MEMBERS**

CINDA COMBS (CHAIR)  
DONNA WIRTEL  
JENNIFER JOHNSON  
JOAN REICHEL - EXCUSED  
WILL GRONLUND  
ANGELIKA JOHNSON  
NANCY SHAUL

**CITY COUNCIL LIAISON:** LESLIE JOHNS, WARD 1 (EXCUSED)  
**CITY STAFF LIAISON:** JASON MACOVIAK - LIBRARY MANAGER

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

**1. APPROVAL OF MINUTES.**

Minutes from the the April 19, 2021 meeting were not sent out. Mr. Macoviak noted that the minutes would be sent out along with the current meeting's minutes, which would both be placed on the next meeting's agenda for approval.

**2. CORRESPONDENCE AND COMMUNICATIONS.**

Mr. Macoviak stated that the Friends of the Copper Queen Library will be hosting the 10<sup>th</sup> Annual Altered Books Show and Auction ONLINE from Thursday, August 26 - Saturday, August 28<sup>th</sup>. He explained that the show would be available to see in-person at the Central School Project during that weekend, but that the bidding would be held virtually, due to the ongoing COVID-19 Pandemic.

**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**

**UPDATE ON THE LIBRARY BEING OPEN :** Mr. Macoviak gave a brief update on the Library's Reopening. He explained that things were going well, and that patrons have been happy to return to the Library. He also stated that Staff has greeted many families back into the Library and that many new patrons have come in to register for library cards. He said that programs would continue to be held virtually and outside for the foreseeable future. Ms. Angelika Johnson asked if the Library was still requiring masks to be worn inside the building and Mr. Macoviak stated that the Library was following the CDC guidance that currently allows vaccinated people to not wear masks indoors. He noted that Staff was following the CDC's guidelines and that Staff is ready to make any changes if the CDC changes their protocols. Mr. Macoviak also added that the Library was still making free masks available to patrons that need and want them, as well as hand sanitizer.

**STATISTICS :** Mr. Macoviak presented the Library's statistics for fiscal year 2020-2021. He noted that physical checkouts of library materials was beginning to rebound, but was still far from normal numbers. He explained that as more patrons return to the Library, checkouts would continue to rise. He also noted that while physical checkouts were low, digital checkouts of eBooks, eAudiobooks, and digital magazines had increased remarkably over the past year. He stated that the CQL had checked out over 5,800 items from its digital collection. He also explained that the vast increase in digital items available for checkout, due to the work of Cochise County Librarian Amadee Ricketts. He said the County's collection of eContent had increased from 2,604 items in 2018 to 12,611 items in 2021. He also noted that an additional 150,000 items were now available to all Cochise County Card Holders due to a consortium of Arizona Libraries who have made their titles available to the Cochise County Library District. Mr. Macoviak also mentioned that CQL patrons really utilized the Cochise

County Library Catalog during the Pandemic and placed over 8400 holds during the year. He also stated that the CQL processed over 9021 interlibrary loans for patrons at over Cochise County Libraries. He mentioned that the CQL added over 5200 new items to the Library over the course of the year and added 155 new users. Mr. Macoviak also spoke about the CQL's virtual programs and the archived programs on the Library's YouTube Channel. He stated that the YouTube Channel had 2480 views this past year and that virtual programs welcomed over 480 patrons via Zoom. He also mentioned that this year's Summer Reading Program had 92 participants and that the Library will have sent out over 800 books by the end of the program. Mr. Macoviak also spoke about the CQL's video-streaming platform, Kanopy, which is sponsored by the Friends of the CQL. He noted that patrons had viewed over 1000 films since the program started earlier this year.

**STAFFING :** Mr. Macoviak announced that the CQL had hired Sarah Sheen as the Library's new Early Literacy Coordinator who will start training on Tuesday, July 27, 2021. He noted that the position had been unfilled since the end of December 2020 and that Staff was very excited to welcome a new staff member. He noted that the position had remained unfilled to save money during the COVID-19 Pandemic. He stated that Ms. Sheen would train at the Main Library and would eventually work out of the CQ Library Annex in San Jose where she will coordinate early literacy and parent-engagement programs.

**GRANTS :** Mr. Macoviak gave an update on some of the grants the Library has been working on.

**LEGACY FOUNDATION :** Mr. Macoviak stated that the CQL was working on a grant to be submitted to the Legacy Foundation of Southeast Arizona for the purchase and installation of 3 StoryWalks (one in Garfield Park in Old Bisbee, one in Upper Vista Park in Warren, and one in the FireWise Demonstration Garden at the CQ Library Annex in San Jose). Mr. Macoviak explained that the Library's temporary StoryWalks that were installed in February of 2021 proved very popular, but were unfortunately destroyed by Bisbee's windy Spring weather. He stated that the grant would be used to purchase and install permanent StoryWalk signs. He noted that the signs could be opened to switch out stories from time to time and could be used for other programs, including a youth art show. He said that the program would also allow the CQL to work with other organizations to sponsor books. He provided an example where the Bisbee Bloomers could sponsor gardening stories for spring time and the Artemizia Foundation could sponsor art stories, to help with their mission of promoting art in the community.

**FREEPORT :** Mr. Macoviak said that the CQL was also working on a grant proposal for Freeport McMoRan to address the ADA and code issues of the Library's two verandas. He explained that the completed Building Structural Assessment highlighted the issues and recommended mediation so that the verandas could be used as they were intended to be. Mr. Macoviak also noted that the COVID-19 Pandemic really highlighted the use of outdoor spaces and that the Library could offer more safe outdoor spaces for future programs and engagement opportunities, which include patrons reading the paper on the verandas, or using the CQL's WiFi.

**SHPO -** Mr. Macoviak spoke about the finished Building Structure Report that was made possible by a grant from the State Historic Preservation Office of Arizona and a match from the City of Bisbee. He said that the report highlighted some issues with ADA compliance and building code deficiencies. He also mentioned that there was a presentation scheduled for the July 20, 2021 Bisbee City Council Meeting that would discuss the findings of the report. He noted that the presentation would be given by Corky Poster of Poster, Mirto, McDonald who was the lead architect responsible for the report.

**ARIZONA COMMUNITY FOUNDATION :** Mr. Macoviak gave an update on the Annex Patio Project which has been delayed due to ordering and delivery issues caused by the COVID-19 Pandemic. He noted that materials had been ordered, but won't arrive for another 8 - 10 weeks. He stated that once the materials were on site, things would move faster.

**ARTEMIZIA FOUNDATION :** Mr. Macoviak was pleased to announce that the CQL had received a grant from Bisbee's Artemizia Foundation for \$6000 to promote and foster art in the community. He said some of the money was used to purchase 100 youth art kits for each participant of the CQL's Summer Reading Program. He said that the response of the gift has been overwhelmingly positive and that families have been sharing some of the art work completed using the kit. He also stated that the money would be used to purchase art supplies

for their upcoming and ongoing program, Open Art Studio which will be held on Fridays (twice a month) at the CQ Library Annex in San Jose. And still other funds would be used to host a concert performance by Four Shillings Short in December. He mentioned that the CQL was looking for a larger venue to host the concert and that they were looking at the Lowell School's Auditorium.

E-RATE ; Mr. Macoviak was proud to announce that the CQL had received a funding commitment from the Federal E-Rate Program that offers heavily discounted high-speed internet services for schools and libraries. He explained that part 1 of the project was completed and involved Sparklight increasing the CQL's internet speed from 150 mbps to 1000 mbps. He noted, however, that the CQL would not fully see the benefit of this increase until part 2 of the project was completed later this year. He explained that part 2 would involve new digital equipment (including a router) that can handle and process the upgraded speed. He also mentioned that part 2 will include an upgrade to the wireless system which will include wifi access points on both interior floors, as well as the front and back of the building. He noted that this will provide a much more consistent wireless signals all around the building.

PROGRAMMING UPDATE: Mr. Macoviak gave a brief overview of current programs. He talked about the Summer Reading Program and the over 800 books that will be sent out by the end of the program. He noted that the Library had received a grant from the Bisbee Foundation for postage which allowed the library to send out weekly packages to participants. He also noted that the Library was not ready to start in-person programs, especially with the introduction of new strains of the virus. He said that the Library would continue with its virtual programs until the foreseeable future.

OTHER: BUILD AMERICA'S LIBRARY ACT : Mr. Macoviak talked about his involvement with the Build America's Library Act, which, if passed, would fund upgrades to the nation's library infrastructure to address challenges such as natural disasters, broadband capacity, environmental hazards, and accessibility barriers. He stated that he was included on a call with Senator Kelly's Office to help stress the importance of funding this bill. He said that if the bill were to pass, it would provide 5 billion dollars to America's libraries, 99 million dollars of which would be provided to Arizona's libraries. He noted that this would be great timing with the recent completion of the library's Building Assessment.

OTHER : GETTING RID OF FINES : Mr. Macoviak asked the Board to consider getting rid of overdue fines for the next meeting. He stated that he thought fines were unnecessary and reflected negatively on libraries, in general. He noted that Sierra Vista removed their overdue fines and that the Cochise County Library District never had overdue fines. He thought that it was time that Bisbee removed their overdue fines. He stated that they could have a discussion next meeting to get input from the Board.

6. **FOR THE GOOD OF THE ORDER.** Mr. Combs noted that the next Library Advisory Board Meeting would be held on Monday, October 18, 2021.

7. **ADJOURNMENT.** The meeting was adjourned at 6:20 PM