

**MINUTES OF THE  
LIBRARY ADVISORY BOARD MEETING  
HELD Monday, October 17, 2022 at 5:30 PM  
at the Copper Queen Library located at 6 Main Street, Bisbee, AZ 85603**

**ROLL CALL:** The Meeting was called to order by Cinda Combs at 5:30 PM  
**BOARD MEMBERS**

CINDA COMBS (CHAIR)  
DONNA WIRTEL  
MARY ANN HARLAN  
MICHAEL WILSON  
WILL GRONLUND  
ANGELIKA JOHNSON  
NANCY SHAUL - ABSENT

**CITY COUNCIL LIAISON:** LESLIE JOHNS, WARD 1  
**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 April 18, 2022 meeting were approved as written

**2. CORRESPONDENCE AND COMMUNICATIONS.**

Ms. Johnson commented on how she appreciated the meeting being held at the library and asked if we could hold all future Library Advisory Board Meetings at the library. Mr. Macoviak stated that he would inquire about it.

**3. CALL TO PUBLIC.**

There was no call to the public.

**OLD BUSINESS.**

**4. ELIMINATING ALL FINES**

The Board discussed an plan to eliminate adult patron fines for the next budget year. It was decided that library fines do not align with the Copper Queen Library's mission, and that it was an equity issue that the library needed to address. The Board discussed advertising the library's print services to make up for the removal of funds from collecting fines. Mr. Macoviak noted that about \$2000 is collected each year from adult fines. He also noted that with the closing of the Bisbee Office Supply, the library is one of the only places to have copies made locally. It was suggested that these funds be used to make up for lost revenue from fines. It was suggested that the library collect data for the next three months on money made from print services, which include copies, scans and faxes. It was decided that a representative from the Board meet with the City Manager in January and then take a proposal to City Council. Ms. Harlan agreed to represent the Board and the Library at those meetings.

**NEW BUSINESS.**

**5. STATE OF THE LIBRARY REPORT FROM THE LIBRARY MANAGER**

**STATISTICS :** Mr. Macoviak presented the board with statistics from the first quarter of 2022/2023, which includes July - October 2022. He noted that circulation was slowly climbing back up to where it was pre-pandemic. He noted that circulation from the Children's Library was down compared to the previous year, but noted that circulation from the Annex was up, which explained the drop in circulation from the Main Library. The Board discussed the Library of Things, which included hotspot, seed, and tool checkouts. The Board also discussed the popularity of graphic novels. It was suggested that the graphic novel collection (which contains both "juvenile" and "young adult" books) be split up and that the "young adult" books are housed in the Young Adult Room. Mr. Macoviak stated that this move would also make room for both collections to grow. He stated that he would move the collections. The Board discussed the Kanopy Video Streams. Mr. Macoviak explained that this service was being funded by the Friends of the Copper Queen Library and that it was started during the Pandemic when the library was closed to the public.

STAFFING : Mr. Macoviak announced that the Library had one vacancy, the Early Literacy Coordinator, who works out of the CQ Library Annex. He noted that the City hasn't received many applicants yet. He also noted that the Library Manager and the Program Coordinator was covering the duties and keeping the Annex running smoothly.

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

FREEPORT : Mr. Macoviak gave a brief update on the balcony project, which is being funded by a grant from Freeport (\$70,000). He stated that the Library was waiting for the City to retain engineering services so that a structural engineer could analyze any structural problems with the balconies. He noted that an engineer from Freeport gave a free overview of potential issues so that the Library had a starting point to work with an engineer.

LEGACY FOUNDATION : Mr. Macoviak gave an update on the StoryWalk project, which is being funded by a grant from the Legacy Foundation (\$14,000). He noted that installation work should begin in November. He noted problems with the supply chain and finding someone to install the signage delaying the project.

WELCOMING LIBRARY : Mr. Macoviak highlighted a new collection of books celebrating immigrant families in the United States, which was made possible from a grant from the Arizona State Library. He said that collection of children's books really aligned with the Library's inclusion efforts.

PROGRAMMING : Mr. Macoviak noted that the Library has a lot of new programming, including Conversational Spanish and French, Chess & Scrabble Clubs, and Youth FreeWrite. He noted that the Library is trying to work with the local schools on some new programming, including a revamped Dial-A-Story to include recordings of local students reading stories and a writing outreach program where library staff would go into school classrooms to facilitate FreeWrite. Mr. Macoviak also talked about the Library's partnership with the Bisbee Science Lab. He stated that the Annex hosted an Open House during the BSL's last Pie and Sky Event, which saw over 100 people in attendance. He stated that the next Pie and Sky Program was set for Thursday, November 3, 2022 from 6 - 8 PM. He encouraged Board Members to attend.

OTHER : Mr. Macoviak noted that the Program Coordinator was scheduled to attend the upcoming AzLA (Arizona Library Association) conference which is going to be held in Prescott from October 26 - 28, 2022. He stated that they would also be presenting about the Annex's Patio project, as part of a bigger presentation from the Arizona State Library's LSTA Grant Program. He also mentioned that Arizona Public Media was going to produce a video segment on the Copper Queen Library, which is to be aired sometime this fall on PBS's Arizona Illustrated. He stated that a reporter and camera person visited the library over two days at the end of October at both the Main Library and CQ Library Annex, as well as at the Friend's Altered Books Show at the Central School Project. He also stated that he and the Program Coordinator attended the Arizona Community Foundation's Awards Ceremony which was held on the Cochise College Campus of Sierra Vista. He said that they gave a short presentation on the Annex's Patio Project, which was partially funded by a grant from the Foundation. He also stated that he and the staff attended the Herald/Review's Best of Bisbee/Douglas Awards which was held in Douglas at the American Legion. He said the Copper Queen Library won first place for Best Attraction/Museum and third place for Best Customer Service. Mr. Macoviak also noted the Library's partnership with SEAGO who will be sponsoring Medicare Counseling at the CQL in October, November and December. Ms. Wirtel spoke about a possible program that she was familiar that was sponsored by the Area Agency on Aging in Phoenix which offers free legal help to patrons to complete their Healthcare Power of Attorney and Living Will. The Board thought that this would be a great program to replicate in Bisbee. Mr. Macoviak said that he would look into the program to see if the Library could host something like it in Bisbee.

6. **FOR THE GOOD OF THE ORDER**. Mr. Combs noted that the next Library Advisory Board Meeting would be held on Monday, January 25, 2023.

7. **ADJOURNMENT**. The meeting was adjourned at 6:37 PM