

Session 11-02 a Special Meeting of the Library Advisory Board was called to order on March 15, 2011 at 5:05 pm by Chair Eileen Faulkner at the Homer City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: BOARDMEMBERS FAULKNER, WAGNER, LARSON, SEAMAN, AND MUNN

STAFF: LIBRARY DIRECTOR HILL
DEPUTY CITY CLERK KRAUSE

APPROVAL OF THE AGENDA

The agenda was approved by consensus of the Board.

PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA

There were no public comments.

RECONSIDERATION

There were no items for reconsideration.

APPROVAL OF THE MINUTES *(Minutes are approved during regular meetings only)*

There were no minutes for approval.

VISITORS

There were no visitors scheduled.

STAFF & COUNCIL/COMMITTEE REPORTS/ AND BOROUGH REPORTS

A. Friends Report

There was no member in attendance at the March Friends Meeting. Library Director Hill was out of town. The February meeting of the Library Advisory Board was canceled due to no quorum. Boardmember Munn did not have her notes from the February meeting. She did state that she was involved with a group that participated in the Spelling Bee.

Library Director Hill stated the Friends will be having the Celebration of Lifelong Learning event; she distributed postcards to each member noting the event. She also noted the Top Drawer coming up, there were approximately eight manuscripts submitted. The Readings and Award will be April 14, 2011. The Semi Annual Book Sale will be April 22-23, 2011; The Scrabble Tournament is the last weekend in March.

B. Next Friends Meeting - Who will attend? Volunteers Please!

A volunteer to attend the April 13, 2011 Friends meeting will be sought at the next regular Library Advisory Board meeting on April 5, 2011.

D. Director's Report –February & March 2011

Library Director Hill asked if there were any questions from the board. She did not have time to prepare a written report for this meeting. The Directors report for February was included in the packet. There were no questions or comments on this report. Library Director Hill stated that they had a weird incident at the Library Last month. The LEED Plaque near the front entrance was stolen. A report was made and no recovery or further information on that incident at this time.

There was a brief discussion on how the sign could be removed. Boardmember Seaman related a similar incident at the hospital where the fountain in X-ray waiting room area was stolen. It returned unharmed after notice of its removal was advertised.

There was no further discussion.

E. Monthly Statistics – February 2011

Library Director Hill distributed the statistics. She noted that overall the figures represented a slight down turn but it was still very busy in the Library. The Study room usage has been phenomenal. They are becoming very popular. The classes and story hour are higher, the staff and volunteers have been getting more weeding done.

Discussion included the computer outage affected the outcome of revenue also since they had to waive late fees, especially on DVD's since those fees are \$1.00 per day. An application and notice of acceptance for the collection grant of \$15,000 has been applied for and just waiting to hear if they will get it. It was noted that the grant was applied for at a different time to stagger the deadline when this money has to be spent because it becomes very hectic to try to get all funding spent by the required date. The City money is required to be spent by November 1st and if they can push the deadline until the spring of the following year the library can take advantage of year-end sales.

There was no further discussion.

F. Landscape Committee Report

Boardmember Larson commented that she has decided not to renew her term as a member of the Library Board. It was noted then that Kyra Wagner's term expires also and she would not be renewing her term. Chair Faulkner noted that this greatly affects the Landscape Committee and the Board.

Boardmember Larson stated with that information, she recently met with Brenda Adams who requested that they select a date later in May for the War On Weeds Event at the Library. The event last year was held on the same weekend as the annual Shorebird Festival so they did not get many volunteers as they would have liked. That was all she had since until snow melt they will be unable to see what damage the rabbits have done.

The Board members discussed each weekend in May and determined that the weekend of May 21, 2011 and as an alternate May 14, 2011. Ms. Wagner gave a brief summary explanation of the creation of the Landscape Committee and why it was needed for the benefit of the newest member, Ms. Munn. A discussion ensued regarding the maintenance, mowing and weeding to be performed by the public works personnel. It was noted that there were a number of volunteers who said they would mow the property.

There was no further discussion.

G. Arts Committee

Chair Faulkner reported that there were no new developments other than getting the painting completed of Library Director Hill before she left in April.

There was no further discussion.

PUBLIC HEARING

There were no items for public hearing.

PENDING BUSINESS

A. Amending the Regular Meeting Time and Draft Resolution 11-xxx

Chair Faulkner introduced the agenda item and requested a motion to submit to council.

WAGNER/MUNN -MOVED TO SUBMIT THE REQUEST TO THE CITY COUNCIL TO CHANGE THE REGULAR MEETING TIME FROM 6:00 P.M. TO 5:00 P.M.

There was no discussion.

VOTE. YES. LARSON, SEAMAN, FAULKNER, MUNN, WAGNER

Motion carried.

B. Library Capital Projects – Update on Energy Efficiency Measures

Public Works Director Carey Meyer was present to give a status report on implementing the Energy Efficiency measures recommended during 2010. Mr. Meyer apologized for the delay in getting the information to the Boardmembers. He acknowledged that this update should have been presented sooner but due to his heavy schedule in getting some other projects ready for the season he was unable to devote the necessary attention it required. He stated that Mr. Smith and he share in the responsibilities of getting the delays on this work.

He reported that a contract between Puffin Electric and Bill Smith was executed and Mr. Smith contacted the company who installed the control system in the library. Mr. Meyer stated that the new Library building was considered a “smart” building and most of the lighting was controlled by computer. He stated that Mr. Smith has re-written the original protocol and it has been given to ATS in Anchorage and we are waiting for response from them. The current protocol is scheduled to bring in air from the outside on a level that is not needed. He stated that the CO2 sensor would be incorporated into the protocol so that it will be activated in accordance with the building occupancy and not just building temperatures. There is a CO2 sensor but it is not included in the protocol. The motor on the boiler is to be changed out to a more energy efficient model.

Mr. Meyer noted the other measures that the Boardmembers had recommended. He feels that once the air intake issues are taken care of will go a long way to mitigate the air quality. He also believes that increase the height of the chimney pipe of the boiler exhaust is included in Mr. Smith’s contract.

Mr. Meyer acknowledged that several areas are extremely cold. He went on further to inform the Boardmembers the steps the City is taking city wide to reduce energy costs.

Boardmember Larson asked about the usage of LED lighting would be beneficial. There was a brief discussion on the implementation of LED lights in various applications around the city and harbor. It was noted that LED lighting may be used to illuminate the library signage.

Chair Faulkner inquired about getting the icing in the handicap parking space addressed. Mr. Meyer stated he would have to inspect the area again to determine possible problems. He mentioned that if there is a curb there then they can address this with removal of the curb. There is no cut out of the curb and it was noted that this issue has created not only safety issues but is causing other potential problems by creating the inability to determine the delineation of the parking space and the plaza area. They currently get patrons parking on the plaza which has not been designed to accept such weight.

Library Director Hill noted a quick fix would be to relocate the disabled parking space to the other side of the parking lot. It would require relocating signage but over all a simple fix. There was additional discussion on the icing issues at the edge of the heated walkway. Mr. Meyer will review the locations and try to get the problems addressed soon.

Mr. Meyer stated he will be at the April meeting and report the progress on addressing the energy efficiency issues. He thanked the Boardmembers for their patience and understanding.

There was no further discussion.

C. Library – Comments, Responses, Issues, and Challenges

The outstanding problem and issue is getting new Boardmembers. Ms. Hill stated that she uses the suggestion box for this and other than the usual recommendations on books they have not received any. Boardmember Larson commented that she received a comment from a local business owner and resident that they use the library frequently and in fact do not own a computer so she is very thankful for the use of the library and the services it provides to the community.

There was no further discussion.

D. Review and Update Library Policies and Procedures

Library Director Hill intended to bring the newest edition and is determined to get these updates completed before summer and uploaded to the website. She was all prepared and has accomplished quite a bit more but due to circumstances did not have this completed yet. She was lucky to be able to attend the annual conference in Juneau and also two of her staff. She stated that the staff attended social networking seminar and when she came back actually wrote up a new policy on social networking. They had advertised her position and received 8 applicants she believes interviewing will be done next week.

There was no further discussion.

NEW BUSINESS

A. Land Allocation Plan (LAP) Review and Recommendations

Deputy City Clerk Krause gave a brief summary of what was required of the Board for their part in making recommendations on what Council should do with City owned property. It was noted that usually the Board only comments on land affecting or belonging to the Library. The parcels on page D-3 and D-4 of the LAP were reviewed. It is believed the previously recommended selling the parcels and applying the funds to the outstanding loans. A discussion developed on the previous attempts to sell the parcel and what would be the best course for the land off of Main Street and Pioneer Avenue. After further review of the LAP the Boardmembers made the following recommendations:

FAULKNER/WAGNER - MOVED TO OFFER FOR SALE TO THE GENERAL PUBLIC THE LAND REFERRED TO AS "OLD LIBRARY LAND" PAGE D-3 IN THE LAND ALLOCATION PLAN, AND IF IT IS NOT SOLD THEN TO DESIGNATE AS A CONSERVATION BUFFER.

There was no further discussion.

VOTE. YES. LARSON, SEAMAN, FAULKNER, MUNN, WAGNER.

Motion carried.

WAGNER/SEAMAN - MOVED TO LEAVE THE DESIGNATION FOR THE LAND ADJACENT TO THE LIBRARY AS IS, NATURAL HABITAT AS PREVIOUSLY DESIGNATED.

There was no further discussion.

VOTE. YES. WAGNER, MUNN, FAULKNER, SEAMAN, LARSON.

Motion carried.

There was no further discussion or recommendations on the Land Allocation Plan.

INFORMATIONAL MATERIALS

A. Memorandum to Mayor and City Council dated December 9, 2010 Re: 2011 Meeting Schedule

There was no discussion on the informational materials.

COMMENTS OF THE AUDIENCE

There was no audience present.

COMMENTS OF THE CITY STAFF

There were no comments from city staff.

COMMENTS OF THE COUNCILMEMBER *(If one is assigned)*

There was no councilmember present.

COMMENTS OF THE CHAIR

Chair Faulkner stated that they will have one more meeting unless additional members are located. She reiterated that the meeting would be at 5:00 p.m. She thanked everyone for their service and was not looking for the arrival of April 29, 2011 anytime soon.

COMMENTS FROM THE BOARD

Boardmember Larson commented that it is hard not to think of the people of Japan for her. When she looks around at their life in this country, that they live with on a day to day basis, it is just always there, she believes it is important to keep in mind the rich advantaged life they live in this world and it's humbling.

Boardmember Seaman stated that this would be her last meeting with Helen and she stated she was great and wished her luck and have a great time in Carson City.

Boardmember Wagner said she was not going to start any good byes she will see everyone soon. She also would like to stay involved with the Landscape Committee.

ADJOURNMENT

There being no further business to come before the Board Chair Faulkner adjourned the meeting at 6:30 p.m. The next Regular Meeting is scheduled for April 5, 2011 at 5:00 pm (6:00 p.m. if the time change is not approved) City Hall, Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

Renee Krause, Deputy City Clerk I

Approved: _____