

Library Advisory Board

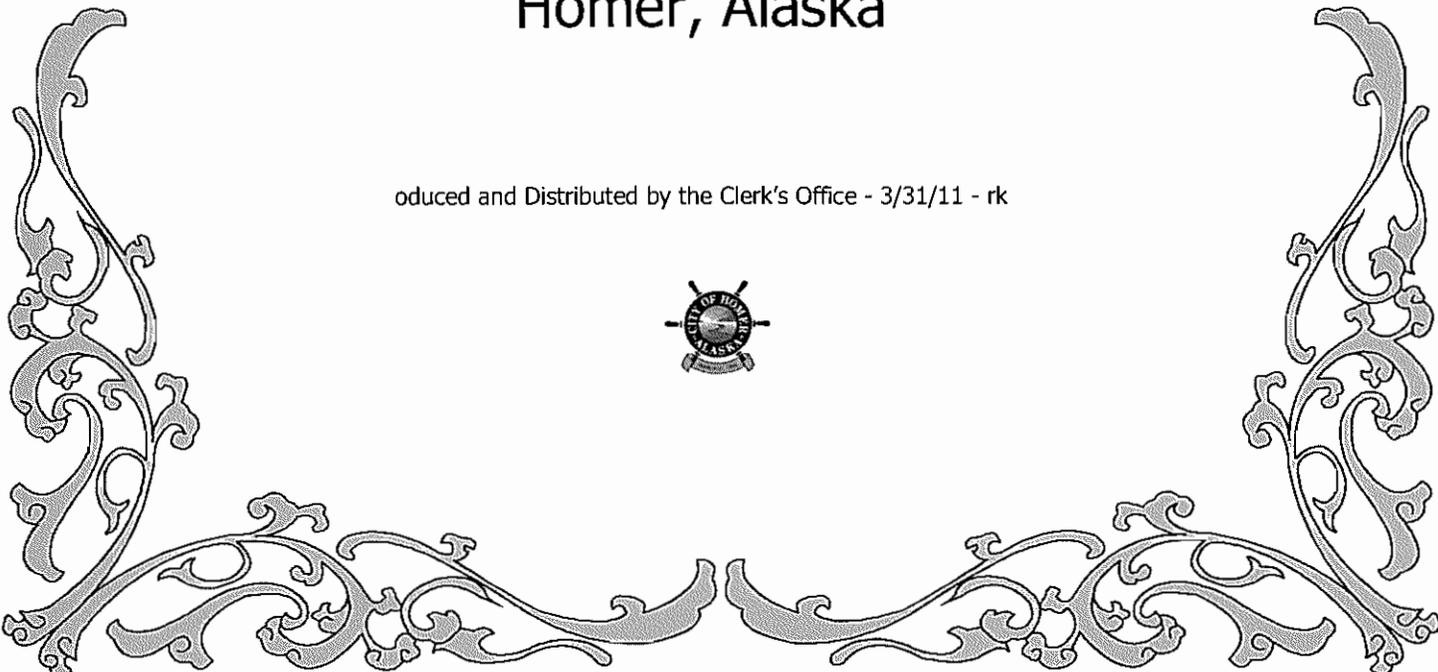
April 5, 2011
Tuesday

Regular Meeting
5:00 P.M.



Cowles Council Chambers
City Hall
491 E. Pioneer Avenue
Homer, Alaska

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**NOTICE OF MEETING
REGULAR MEETING AGENDA**

- 1. CALL TO ORDER**
- 2. APPROVAL OF THE AGENDA**
- 3. PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA**
- 4. RECONSIDERATION**
- 5. APPROVAL OF THE MINUTES**
(Minutes are approved during Regular Meetings only)
 - A. Meeting Minutes for the Regular Meeting on January 4, 2011 Page 5
 - B. Meeting Minutes for the Special Meeting on March 15, 2011 Page 11
- 6. VISITORS**
- 7. STAFF & COUNCIL/COMMITTEE REPORTS/ AND BOROUGH REPORTS**
 - A. Friends Report
 - B. Next Friends Meeting – Who will attend? Volunteers please!
 - C. Director’s Report – April 2011 Page 17
 - D. Monthly Statistics – March 2011 Handout
 - E. Landscape Committee Report
 - F. Arts Committee Report
- 8. PUBLIC HEARING**
- 9. PENDING BUSINESS**
 - A. Library Capital Projects - Status Report on Energy Efficiency Measures
 - B. Library – Comments, Responses, Issues, and Challenges
 - C. Review and Update Library Policies and Procedures
- 10. NEW BUSINESS**
 - A. National Library Week Proclamation – Draft Page 19
 - B. Memorandum to Amend Chapter 1.48, Public Library Page 21
 1. Draft By-Laws showing Additions and Deletions of Proposed Changes
 2. Draft Ordinance 11-xxx, Amending Chapter 1.48, Public Library
 2. Current By-Laws
 3. Memorandum dated May 18, 2009 to Mayor and Council regarding previous Changes to By-laws.
 4. Ordinance 09-28(S), Amend HCC Chapter 1.48 Public Library
 5. Draft Resolution 11-xxx, Updating Library Advisory Bylaws
- 11. INFORMATIONAL MATERIAL**
 - A. Memorandum dated March 17, 2011 to Mayor and Council Re: Amending the Regular Meeting Time of the Library Advisory Board Page 45
 - B. Memorandum date March 21, 2011 to Mayor and Council Re: Recommendations for the 2011 Land Allocation Plan. Page 49
- 12. COMMENTS OF THE AUDIENCE**
- 13. COMMENTS OF THE CITY STAFF**
- 14. COMMENTS OF THE COUNCILMEMBER** *(If one is assigned)*
- 15. COMMENTS OF THE CHAIR**
- 16. COMMENTS OF THE BOARD**
- 17. ADJOURNMENT/NEXT REGULAR MEETING IS SCHEDULED FOR MAY 3, 2011** at 5:00 P.M. in the Cowles Council Chambers at City Hall at City Hall 491 E. Pioneer Avenue, Homer, Alaska.

Session 11-01 a Regular Meeting of the Library Advisory Board was called to order on January 4, 2011 at 6:04 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

- A. Regular Meeting Minutes for October 5, 2010
- B. Special Meeting Minutes for December 9, 2010

SEAMAN/WAGNER – MOVED TO APPROVE THE MINUTES AS PRESENTED.

There was no discussion.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

VISITORS

There were no visitors scheduled..

STAFF & COUNCIL/COMMITTEE REPORTS/ AND BOROUGH REPORTS

- A. Friends Report

Library Director Hill reported that she attended the meeting on December 8, 2010 and provided a report at the special meeting held on December 9, 2010 so there was nothing new to report at this time. The next meeting is scheduled for January 12, 2011.

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

Boardmember Munn volunteered to attend the other Boardmembers gave her pointers and encouragement attending the meeting.

D. Director's Report -January 2011

Library Director Hill asked if there were any questions from the board. Boardmember Larson inquired about the Kachemak group still meeting at the Library. Library Director Hill informed her that they secured another meeting location. She outlined the Top Drawer program for Boardmember Munn.

There was no further discussion.

E. Monthly Statistics – December 2010

Library Director Hill distributed the statistics. It was noted that the December figures were not listed.

Library Director Hill reported the line items for the Boardmembers. She noted that at this time a full year comparison could be made.

Total items circulated were 108,166 the highest amount to date.

Circulation Items – 8193

No figures for Interlibrary Loans

Study room use

of groups – 151

of people – 358

Meeting Room Use

of groups – 16

Attendance

Total – 8610

Story hour – 224

School Classes – 0

Internet Users – 3202

Programs – 83

New cards Issued

City- 21

Borough – 25

Transient – 2

Volunteer Hours

of persons – 79

of hours – 167.25

Materials Added

Books – 101

Audio – 12

Materials Removed

Books – 63

Revenues – Total Revenues for the Year \$26,082.99

Fines/Fees/Copies – 2305.34

The numbers are surprisingly high for most categories. The cards issued are staying pretty steady. The total new books added 2170 for the year. The Boardmembers commented on walking through the statistics is more enlightening and liked it. It was noted that the current economy did affect some of these categories more so than others.

Library Director Hill will be applying for the same grants as before. She noted the funds in April were a grant for training that was received. Responding to a question from Boardmember Munn she explained how new materials are chosen. Books are purchased on suggestions, professional advisory and personal knowledge on the content of the collection and keeping the collection as updated as possible. Discounts are given by the vendors up to 40 %. They have the most fun at the end of the year purchasing new books and materials with the remaining funds.

There was no further discussion.

F. Landscape Committee Report

Boardmember Larson reported that the little rotary garden where the concrete posts are there has been upheaval and someone has picked up and thrown one of the cedar logs and are now frozen to the ground so hopefully it will stay there until thaw.

Library Director Hill did speak with the City Manager and Public Works Director about relocating the Disabled Parking Sign to across the Parking Lot to offer a temporary solution to the glaciation. It was noted that this was supposed to be fixed over the past summer to repair the water issues. She also had a conversation with them regarding on mowing areas that were discussed to keep the seeds and weeds down.

Boardmember Larson has not spoken with Ms. Adams at this time. They will look to have a meeting sometime in March.

There was no further discussion.

G. Arts Committee

Library Director Hill reported that the current exhibit will be removed tonight. The endowment Quilt will be hung in the space. There was no further news on the status of the Pratt. Chair Faulkner reported she had not heard from Angie Newby who had offered to intercede on the Library's behalf.

Deputy City Clerk Krause will contact Ms. Newby to get a status report.

There was no further discussion.

PUBLIC HEARING

There were no items for public hearing.

PENDING BUSINESS

A. Library Capital Projects – Update on Energy Efficiency Measures

There was no new information on this topic. Hopefully there will be something new next month.

There was no further discussion.

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

Boardmember Larson commented on social networking with Facebook and Twitter, discussions on these outlets. She was trying to figure out how something like this could benefit the library. Library Director Hill reported that they are actually working on this establishing a Facebook page to be up and running at the

start of the summer reading program. She stated that she was waiting until there was something reportable to the Board.

There was a brief discussion regarding the possibilities with networking with people around the world even with texting, Facebook, etc. It was noted how it was a whole new way of communicating.

There was no further discussion.

C. Review and Update Library Policies and Procedures

Library Director Hill distributed the Circulation Policy Update and Library User Conduct Update for the Boardmembers to review and bring any comments back at the next meeting.

Library Director Hill commented that User Conduct Policy was rewritten on firearms in the library, Parents attending to children, and speaking softly while in the Library. She did work with the City Manager on this issue of firearms in the building. There should not be a need for staff to address the behavior of younger children but occasionally it does come up.

The Circulation Policy - This has been a complete rewrite as the previous policy included other sections that should not have been included in this section. This addresses library cards, lost or stolen or damaged cards, fines and fees, overdue materials, lost materials, refunds or replacement fees, incomplete or damaged materials, holds, loan limit, circulation periods on library materials. There was a brief discussion on revitalizing the movie night; the video collection was increasing so the check-out time was increased to 7 days to accommodate out of town patrons.

She stated that she will be working on the collection development policy, interlibrary loan, library card policy (who is eligible, different cards). Once this has been completed the Board will make a formal approval and recommendation and submit to Council for final approval.

Boardmembers commented on not liking the idea of allowing guns in the library.

There was no further discussion.

NEW BUSINESS

A. Changing the Regular Meeting Time

Chair Faulkner noted this was briefly discussed at the special meeting in December, but was not officially on the agenda so no action was allowed at that time.

There was a brief discussion that a 5:00 p.m. meeting time was preferred by Boardmembers and staff alike.

LARSON/MUNN – MOVED TO RECOMMEND CHANGING THE REGULAR MEETING TIME FROM 6:00 P.M. TO 5:00 P.M.

There was no discussion.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

It was noted that they may be able to get this on the next council agenda.

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 she wanted to read the email she received from the City Manager and the City Clerk regarding testifying/reporting before City Council and the time that is allotted to Commissions and Boards.

Chair Faulkner proceeded to read the question and response into the record so that in the future Boardmembers can refer to it.

Further discussion and comments on the city council meeting and how uncomfortable they were when trying to make the report. It was noted that with everything that happened the library did get their budget. It was noted that normally commissions and board reports are five minutes, but if the report last longer there is no actual time limit, and since the budget was on the agenda they could include comments regarding the budget in their report.

There was no further discussion.

COMMENTS FROM THE BOARD

Boardmember Wagner commented that during a recent meeting at the library it was her birthday and her sweetie recommended staying at the Library and they had a very enjoyable visit. She commented that it was really cool to just sit and read.

Boardmember Munn had no comments.

Boardmember Seaman apologized for not attending but she teaches a class the second Monday of every month.

Boardmember Larson had no additional comments.

ADJOURNMENT

There being no further business to come before the Board Chair Faulkner adjourned the meeting at 7:30 p.m. The next Regular Meeting is scheduled for February 1, 2011 at 6:00 pm City Hall, Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

Renee Krause, Deputy City Clerk I

Approved: _____

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: _____

TO: Library Advisory Board

FROM: Helen Hill

SUBJECT: Library Director's Report

DATE: April 5, 2011

Here is an update on library activities since the last LAB meeting (March 15). I'll be happy to answer questions about items on this report. Thank you.

Celebration of Lifelong Learning 2011

The Friends of the Homer Library are kicking off National Library Week 2011 (April 10-16) by hosting the third annual Celebration of Lifelong Learning. This year's Celebration will be held on April 9 beginning at 7:00 pm at the library. We are excited that Clem Tillion has accepted our invitation to be the keynote speaker. Clem has been an Alaska resident since 1947. Among his many activities over the years, Clem has been a commercial fisherman, a nine-term state legislator, and a pioneer of the Halibut Cove community.

The evening will include presentations of the Friends of the Homer Public Library's Lifelong Learner Award and Youth Learner Aware (to be announced). The menu will feature scrumptious treats such as Kbay oysters with a touch of caviar, shrimp and fresh herb spring rolls, wild mushroom and gruyere tartlets, and dark chocolate-dipped strawberries, all prepared by Maura's Café & Fine Catering. Entertainment will include the very popular Tree of Learning Trivia Contest, live music, and the World's Most Practical Silent Auction. Tickets are only \$25.00!

Annual Spring Book & Plant Sale

The Friends of the Homer Public Library's annual Spring Book and Plant Sale will be held on April 22 & 23. FHL members get a sneak peek at 6:30 pm on Friday, April 22 as paid members. The book sale opens to the general public on Saturday, April 23 beginning at 10:00 am. Stock up on great summer reading material for the upcoming long summer days, or take home a beautiful houseplant or a few tomato seedlings for your greenhouse. All proceeds benefit the library and FHL programs.

Upcoming Events at the Library – All are Welcome to Attend!

- Friday, April 1: Beginning Computer Class – First Friday of each month, 1:30pm.
- Friday, April 1: Computer/Technology Drop-In Help – First Friday of each month, 3:30pm.
- Friday, April 8: Photo Basics, 3:30pm.
- Saturday, April 9: Celebration of Lifelong Learning, 7:00pm.
- Wednesday, April 13: FHL Board Meeting, 6:00pm.
- Thursday, April 14: Top Drawer Program, 6:30pm.
- Tuesday, April 19: HPL Book Discussion Group, 4:30pm. This month's book is *The Next Thing on My List* by Jill Smolinski.
- Fri & Sat, April 22 & 23: FHL Annual Spring Book & Plant Sale.

- Preschool Story Hour is each Wednesday from 10-11 in the children's room.
- Small Fry Lapsit is each Thursday from 11:30-12 in the children's room.

- The knitting group meets every Monday afternoon at the library from 3-5:00 in the conference room.

Please check out the FHL website at www.friendshomerlibrary.org for upcoming events or email Carey Restino to get on the monthly FHL mailing list, or call 435-3195 if you need further information. Thank you!

Suggestions from the Public

There were no suggestions from the public.

Friends of the Library

The FHL Board met on March 9. Unfortunately, I was out of town and not able to attend the meeting. Discussion items on the meeting agenda included planning of the Celebration of Lifelong Learning event, upcoming grant applications, and the upcoming Annual Spring Book & Plant Sale.

Thank You

Thank you so much to all of the current and previous LAB members who have worked side by side with me over the past ten years. The new library would not exist without your vision for excellent library service in Homer and your tireless commitment and dedication throughout the fundraising and building process. I hope you feel a great sense of accomplishment when you see how busy the library is and how much it helps people of all ages and backgrounds.

I also hope that the current and future LAB members know how important the LAB is to the library as a liaison to the City Council, City Manager, and library director. You represent the public and your point of view is essential, as is your assistance during key times of the year such as the budget process. Your role as advocates for the library is invaluable and is one of the most important methods of spreading the word about the library's essential role in the community. The LAB has actively sought input about how to improve library services through community surveys, and has been responsive to public comments and issues such as landscaping, the air exchange system, and the disabled parking lot. Through these activities, you are helping to improve the library and enhance the library experience for the public.

Thanks also to our wonderful Clerk's Office – Jo, Melissa, and now Renee (rhymes with Yay!) – for sitting patiently through roughly 120 LAB meetings, diligently taking minutes, keeping us on track, and helping us move forward.

I will miss all of you more than I can say, and will carry ten years of LAB memories with me always. All the best to each and every one of you.

Statistics

Statistics will be distributed to the LAB during the April meeting.

**National Library Week 2011
Proclamation**

WHEREAS, libraries provide free access to all – from books and online resources for families to library business centers that help support entrepreneurship and retraining;

WHEREAS, our nation’s school, academic, public and special libraries make a difference in the lives of millions of Americans today, more than ever;

WHEREAS, librarians are trained professionals, helping people of all ages and backgrounds find and interpret the information they need to live, learn and work in a challenging economy;

WHEREAS, libraries are helping level the playing field for job seekers, with 88% of public libraries providing access to job databases and other online resources;

WHEREAS, libraries are places of opportunity providing programs that teach all forms of literacy, promoting continuing education and encouraging lifelong learning;

WHEREAS, in times of economic hardship, Americans turn to – and depend on – their libraries and librarians;

WHEREAS, libraries, librarians, library workers and supporters across America are celebrating National Library Week.

NOW, THEREFORE, be it resolved that I (*name, title of official*) proclaim National Library Week, April 10-16, 2011. I encourage all residents to visit the library this week to take advantage of the wonderful library resources available @ your library. Create your own story @ your library.

Office of the City Clerk

Jo Johnson, CMC, City Clerk

Melissa Jacobsen, CMC, Deputy City Clerk II
Renee Krause, CMC, Deputy City Clerk I



491 E. Pioneer Avenue
Homer, Alaska 99603-7624

(907) 235-3130
(907) 235-8121
Extension: 2227
Extension: 2224
Extension: 2251
Fax: (907) 235-3143
Email: clerk@ci.homer.ak.us

MEMORANDUM

TO: LIBRARY ADVISORY BOARD

FROM: RENEE KRAUSE, CMC, DEPUTY CITY CLERK I

DATE: MARCH 31, 2011

SUBJ: AMEND CHAPTER 1.48, PUBLIC LIBRARY

Background

The Library Advisory Board discussed briefly about requesting a change to the number of the members of the Board to enable them to have a quorum and requested this to be on the April agenda for introduction.

The Library Advisory Board has had two vacancies for over a year and has been unable to fill those vacancies. The impending retirement of two additional Board members, Flo Larson and Kyra Wagner will reduce the current membership to four.

In accordance with all applicable laws and the quorum requirements this would mean that without a new member there will be no future meetings of this Board negating the advisory responsibility that has been assigned to this Board by Homer City Code. Until a new member is appointed recommendation from the Board for the proposed change will require postponement.

Please review the attached draft ordinance. Make any changes or additions that are required or necessary.

Informational

Once this has been reviewed and approved by the Board at a second meeting it will be submitted to the City Clerk to forward to the City Attorney for review/comments/changes and then this will be presented to the Council for introduction and Public Hearing.

Changes to the membership may be implemented by the first Council meeting in June at the earliest requiring a new member to be appointed before the May or June meeting in order to have a quorum.

Recommendation

Make a motion to direct Staff to make recommended changes if any.

Draft Bylaws
Proposed changes
first introduction
April 5, 2011
Regular Meeting

**HOMER PUBLIC LIBRARY ADVISORY BOARD
BYLAWS**

Draft Bylaws showing proposed changes. ~~Deletions are indicated in strikethrough.~~

ARTICLE I - NAME AND AUTHORIZATION

This organization shall be called the Library Advisory Board, existing by virtue of the provisions of Chapter 1.48 of the Homer Municipal Code, and exercising the powers and authority, and assuming the responsibilities delegated under said Code.

ARTICLE II – PURPOSE

Section 1 Establish operational policies for the library program, and submit same to the City Council for approval.

Section 2 Assist the Library Director in preparation and presentation of the annual budget request to the City Council.

Section 3 Make recommendation through the City Manager to the Mayor and City Council concerning the Library and its programs.

Section 4 Solicit donations of money and/or property for the benefit of the Library.

Section 5 Represent the Library to the community.

ARTICLE III - OFFICERS AND BOARD MEMBERS

Section 1 The Library Advisory Board is comprised of seven five members of which two members may reside outside city limits.

Section ~~1~~ 2 A Chairperson, Vice-Chairperson shall be elected from among the appointed board members at the regular April meeting of the Board.

Section ~~2~~ 3 Officers shall serve a term of one year from the April meeting at which they are elected, and until their successors are duly elected. Officers may be re-elected in subsequent years.

Section ~~3~~ 4 The Chairperson shall preside at all meetings of the Board; authorize calls for any special meetings; appoint all committees; execute all documents authorized by the Board; serve as ex officio, voting member of all committees, and generally perform all duties associated with that office.

Section ~~4~~ 5 In the event of the absence, or disability of the Chairperson, the Vice-Chairperson shall assume and perform the duties of the Chair. If both the Chairperson and Vice-Chairperson

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are absent, and a quorum of ~~four~~ **three** members are present, the senior member shall assume and perform the duties and functions of the Chair.

Section 5 **6** One member shall attend the monthly meeting of the Friends of the Homer Public Library on an open volunteer basis.

Section 6 **7** Honorary members of the Board may from time to time be appointed by the Mayor, subject to confirmation by the City Council. Honorary members may participate in the deliberations of the Board, but may not vote nor shall they be counted in determining the quorum of Board members.

ARTICLE IV – MEETINGS

Section 1 The ~~annual meeting~~ for review of policies, rules and regulation shall be held at a regular meeting each year.

Section 2 Regular meetings shall be held each month **on the first Tuesday at 6:00 p.m. 5:00 p.m.** in the designated location. ~~Dates, hours and location shall be set by the Board,~~ and shall be posted for public information as required by Homer City Code and Alaska State Statutes.

Section 3 All regular meetings shall be open to the public.

Section 4 The regular meetings in July, August and September of each year shall be known as budget meetings. Budget proposals, position classification and compensation schedules, shall be reviewed at these meetings.

Section 5 The order of business for the regular meetings shall include, but not be limited to, the following items, which shall be covered in the sequence shown, as far as circumstances permit. Agenda shall be posted for public information as required by Homer City Code and Alaska State Statutes.

NAME OF BODY	DATE OF MEETING
PHYSICAL LOCATION OF MEETING	DAY OF WEEK AND TIME OF MEETING
HOMER, ALASKA	MEETING ROOM

NOTICE OF MEETING REGULAR MEETING AGENDA

1. CALL TO ORDER
2. APPROVAL OF AGENDA
3. PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA. (3 MINUTE TIME LIMIT)
4. RECONSIDERATION
5. APPROVAL OF MINUTES or CONSENT AGENDA.
6. VISITORS (Chair set time limit not to exceed 20 minutes) (Public may not comment on the visitor or the visitor's topic until audience comments.) No action may be taken at this time.
7. STAFF & COUNCIL REPORT/COMMITTEE REPORTS/BOROUGH REPORTS (Chair set time limit not to exceed 5 minutes.)
8. PUBLIC HEARING (3 MINUTE TIME LIMIT)
9. PLAT CONSIDERATION (Planning Commission only)
10. PENDING BUSINESS or OLD BUSINESS

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11. NEW BUSINESS or COMMISSION BUSINESS
12. INFORMATIONAL MATERIALS (NO ACTION MAY BE TAKEN ON THESE MATTERS, THEY MAY BE DISCUSSED ONLY).
13. COMMENTS OF THE AUDIENCE (3 MINUTE TIME LIMIT)
14. COMMENTS OF THE CITY STAFF (not required) (Staff report may be at this time in the agenda.)
15. COMMENTS OF THE COUNCILMEMBER (If one is assigned)
16. COMMENTS OF THE CHAIR (May be combined with COMMENTS OF THE COMMISSION/BOARD since the Chair is a member of the Commission/Board.)
17. COMMENTS OF THE COMMISSION
18. ADJOURNMENT/NEXT REGULAR MEETING IS SCHEDULED FOR _____ note any worksessions, special meetings, committee meetings etc. All meetings scheduled to be held in the Homer City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska. (Sometimes the meeting is scheduled for the Conference Room)

Contact info for the department constructing the agenda. Example: City Clerk's Office, clerk@ci.homer.ak.us, 235-3130.

Section 6 Per Resolution of the City Council (Resolution 06-115(A)), Public Testimony shall normally be limited to three minutes per person. Exceptions may be provided for at the Chair's discretion or by a majority vote of the board members in attendance.

Section 7 Special meetings may be called by the Library Director at the direction of the Chairperson, or at the request of three members, for the transaction of business as stated in the call for the meeting. Notice of such meetings shall be posted in the same manner as that for regular meetings.

Section 8 A quorum for the transaction of business at any meeting shall consist of ~~four~~ **three** members of the Board present. For purposes of determining the existence of a quorum, Honorary Board members shall not be counted.

Section 9 Recorded minutes shall be made available by the City Clerk's Office to the Board prior to the next meeting. Minutes shall be available to the public as required by Homer City Code and Alaska State Statutes.

Section 10 Robert's Rules of Order, latest edition shall govern the parliamentary procedures of meetings.

ARTICLE V - COMMITTEES

Section 1 The Chairperson shall appoint committees of one or more members for such specific purposes as the business of the Board may require. Committees shall be considered to be discharged upon completion of the purpose for which it was appointed, and after its final report is made to and approved by the Board.

Section 2 All committees shall make a progress report to the Board at each of its meetings.

Draft Bylaws
Proposed changes
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Section 3 No committee shall have other than advisory powers unless, by suitable action to the Board, it is granted specific powers to act.

ARTICLE VI - VOTING AND BYLAW AMENDMENTS

Section 1 An affirmative vote of the majority of all members of the Board present at one time shall be necessary to approve any action before the Board. The Chairperson may vote upon, and may move or second a proposal before the Board.

Section 2 A record of all voting must be included in the minutes of each meeting.

Section 3 The By-laws may be amended by a simple majority of all members of the Board present at one time, provided written notice of the proposed amendment shall have been sent to all members at least five (5) days prior to the meeting at which such action is proposed to be taken.

Section 4 Any rule or resolution of the Board, whether contained in these By-laws or otherwise, may be suspended temporarily in connection with business at hand; and such suspension to be valid; may be taken only at a meeting at which at least ~~four~~ **three** of the members of the Board shall be present, and two thirds of those present shall so approve.

ARTICLE VII – ATTENDANCE

Teleconference meetings.

1. The preferred procedure for a Board meeting is that all members be physically present at the designated time and location for the meeting. However, physical presence may be waived and a member may participate in a meeting by Teleconference. This is limited to two (2) meetings per year.

~~2. There must be an initial quorum present.~~

~~3.~~ **2.** A Board member participating by teleconference shall be deemed to be present at the meeting for all purposes. In the event the Chair participates telephonically, the Vice-Chair shall run the meeting.

2. Teleconference procedures.

A. A Board member who cannot be physically present for a regularly scheduled meeting shall notify the clerk at least five days prior to the scheduled time for the meeting of his/her intent to appear by telephonic means of communication.

B. The clerk shall notify the Board members three days prior to the scheduled time for the Board meeting of Board members intending to appear by teleconference.

C. The means used to facilitate a teleconference meeting the Board must enable each Board member appearing telephonically to clearly hear all other Board members and members of the public attending the meeting as well as be clearly heard by all other Board members and members of the public.

D. The clerk shall note in the attendance record all Board members appearing telephonically.

Draft Bylaws
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Updated and Revised 12/01/09 - rk

CITY OF HOMER
HOMER, ALASKA

City Clerk

ORDINANCE 11-XXX

1 AN ORDINANCE OF THE CITY COUNCIL OF HOMER,
2 ALASKA, AMENDING HOMER CITY CODE SECTION
3 1.48.040, BOARD – CREATION AND MEMBERSHIP,
4 AMENDING THE NUMBER OF MEMBERS FROM SEVEN
5 MEMBERS TO FIVE MEMBERS.
6
7

8
9
10 WHEREAS, The Library Advisory Board acts in an advisory capacity to the Library
11 Director and the City Council regarding processes and policies at the Homer Public Library; and
12

13 WHEREAS, The recruitment of new members to fill current vacancies and immediate
14 future vacancies with terms expiring or expired has been extremely difficult; and
15

16 WHEREAS, The current requirement for a quorum is four members and in the near
17 future there will not be enough members each month to meet this requirement; and
18

19 WHEREAS, This will severely limit the actions of the Library Advisory Board to
20 effectively carry out the duties that have been outlined in the Homer City Code and the By-laws
21 of the Advisory Board; and
22

23 WHEREAS, The unfinished review and update to the Homer Public Library Policies and
24 Procedures Manual, the appointment of a new Library Director and two standing committees it is
25 vital for the Library Advisory Board to address these issues on a regular basis.
26

27 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:
28

29 Section 1. Homer City Code 1.48.040, Board – Creation and membership, is hereby
30 amended to read as follows:
31

32 1.48.040 Board--Creation and membership. There is created the City of Homer Library Advisory
33 Board, referred to in this chapter as the Board, which shall act in an advisory capacity to the
34 Librarian and the City. The Board shall consist of ~~seven~~ five members comprised as follows:
35 a. At least ~~five~~ three members of the Board shall reside within the corporate limits of the City.
36 b. Members shall serve for three years. Initial appointments to be made for staggered terms as
37 follows: Two one-year terms; two two-year terms; and three three-year terms.
38 c. Members shall serve without compensation.

EXISTING BYLAWS AS OF 12/2009

HOMER PUBLIC LIBRARY ADVISORY BOARD BYLAWS

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Section 1 Establish operational policies for the library program, and submit same to the City Council for approval.

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Section 3 The Chairperson shall preside at all meetings of the Board; authorize calls for any special meetings; appoint all committees; execute all documents authorized by the Board; serve as ex officio, voting member of all committees, and generally perform all duties associated with that office.

Section 4 In the event of the absence, or disability of the Chairperson, the Vice-Chairperson shall assume and perform the duties of the Chair. If both the Chairperson and Vice-Chairperson are absent, and a quorum of four members are present, the senior member shall assume and perform the duties and functions of the Chair.

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Office of the City Clerk

Jo Johnson, CMC, City Clerk

Melissa Jacobsen, Deputy City Clerk II
Renee Krause, Deputy City Clerk I
Rachel Tussey, Administrative Assistant



491 E. Pioneer Avenue
Homer, Alaska 99603-7624

(907) 235-3130
(907) 235-8121
Extension: 2227
Extension: 2224
Extension: 2251
Fax: (907) 235-3143
Email: clerk@ci.homer.ak.us

MEMORANDUM 09 -

TO: MAYOR HORNADAY AND CITY COUNCIL
FROM: LIBRARY ADVISORY BOARD
DATE: MAY 18, 2009
RE: CHANGES TO THE LIBRARY ADVISORY BOARD BYLAWS
AND HOMER CITY CODE CHAPTER 1.48, PUBLIC LIBRARY

Background:

The Library Advisory Board held the annual review of the Bylaws at their regular meeting on March 3, 2009. The Boardmembers discussed changing the number of non-resident members, verbiage, reviews and elections. This was placed on the regular meeting agendas for April and May as required.

Attached is a copy of the Library Advisory Board Meeting minute excerpts regarding the recommended changes to the Bylaws and Homer City Code; a copy of the Bylaws reflecting these changes; the Ordinance recommending the changes to the membership and verbiage in the code; and Homer City Code Chapter 1.48 reflecting these changes.

Recommendation

Recommend approval of the proposed changes to the Library Advisory Board Bylaws and Homer City Code Chapter 1.48

Excerpts from the minutes for the March 3, 2009, April 7, 2009 and May 5, 2009 meetings are as follows:

- B. Annual Review of Bylaws, Policies and Procedures
 - a. Homer Public Library Advisory Board Bylaws

Vice Chair Faulkner questioned why the elections are held in June when terms expired in April. In response Deputy City Clerk Krause stated that is one of the inconsistencies she found reviewing the bylaws. Boardmember Lord recommended that Chair Hawfield review and submitted his recommendations via email. She stated it would be better to have an in-depth review instead of spot fixing. Library Director Hill requested clarification on where it outlined the member requirements particularly the resident requirement. She noted other Commissions were allowed two non-residents. The Boardmembers agreed that would enable them to fill vacancies faster and the Library does provide services to patrons that live outside city limits.

Excerpt from April 7, 2009 under Pending Business, Item C.

- C. Review and recommendations for Bylaw Changes
 - a. Elections
 - b. Increasing the number of non-resident members

Boardmember Wagner stated that Chair Hawfield will review the bylaws. Library Director Hill commented that in conversation with Chair Hawfield and Deputy City Clerk Krause all boardmembers should participate in changes to the bylaws.

Boardmember Wagner stated that what Chair Hawfield worked on was code related. The membership to the Board must be changed in the City Code. Discussion ensued regarding the reasons for changing the membership to allow for more than one non-resident.

WAGNER/LARSON – MOVED TO HAVE STAFF DRAFT AN ORDINANCE REGARDING CHANGES TO HOMER CITY CODE 1.48.040 LIBRARY ADVISORY BOARD CREATION AND MEMBERSHIP.

There was no discussion.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Vice Chair Faulkner recommended changing the section of bylaws establishing when elections are held. She reasoned that it did not make sense to hold elections in June when terms expired in April. This could cause the Board to have no Chair or Vice Chair if those positions declined renewing their commissions. It was noted new members do not volunteer to chair or vice chair. It was agreed to postpone further decisions until the May meeting allowing all boardmembers to review the bylaws. Further discussion covered when the ordinance could be submitted to Council.

There was no further discussion.

Excerpt from the May 5, 2009 minutes under Pending Business, Item A and Item B.

A. Review and recommendations for Bylaw Changes

Chair Hawfield reviewed the recommended changes to the Bylaws as follows:

1. In Article III Section 1 - Delete the role of Secretary, they now have the Clerk's office providing the service.
2. In Article III Section 2 - Delete the restriction regarding the number of successive terms a Chairperson may serve. This restriction is not on other Commissions.
3. Change the Elections from June to April. This will coincide with expiration of terms and eliminate the possibility of having no chair, vice chair or liaison to the Friends as is the current situation.
4. In Article IV, Section 1 - Change from annual review in February to "Review of policies, rules, and regulations shall be held at a regular meeting each year."
5. Article IV, Section 2 - in the first line delete "Library or". In line two delete after the word "posted," "in the Library and at City Hall. A" and insert "for public information as."
6. Article IV, Section 5 - line three, delete "in the Library and City Hall" and insert "as required by Homer City Code and Alaska State Statutes."
7. Article IV, Section 9 - line one delete "Library Director" and insert "City Clerk's Office." In line two delete "upon request" and insert "as required by Homer City Code and Alaska State Statutes."
8. In Article VI, Section 3 - line two, delete "mailed," insert sent. In line three delete ten (10) insert five (5).

WAGNER/SEAMAN – MOVED TO APPROVE THE RECOMMENDED CHANGES TO THE BY LAWS AND SUBMIT RECOMMENDATIONS TO CITY COUNCIL.

There was no further discussion.

VOTE. YES. HAWFIELD, WAGNER, LARSON, SEAMAN.

Motion carried.

B. Draft Ordinance to Amend Homer City Code regarding Library Advisory Board membership.

Chair Hawfield gave a summary on the change in the Homer City Code, Chapter 1.48, Public Library. He recommended changing 1.48.040 Board – Creation and Membership. Section a. Delete "six" and change to "five" on the resident requirement. He explained that this minor change would allow two non-resident members on the board.

Deputy City Clerk Krause confirmed that each Commission had provisions in the Homer City Code allowing more than one non-city resident members.

Library Director Hill wanted further changes, more as a housekeeping measure. She explained that in the nineties the position of "Librarian" was changed to "Library Director" so each instance where it was stated "Librarian" she wanted it changed to Library Director. These changes were requested throughout the chapter.

WAGNER/LARSON – RECOMMEND TO APPROVE THE CHANGES TO HOMER CITY CODE CHAPTER 1.48 TO CHANGE LIBRARIAN TO LIBRARY DIRECTOR AND TO CHANGE MEMBERSHIP REQUIREMENTS FROM ONE NON-RESIDENT MEMBER TO TWO NO RESIDENT MEMBERS.

There was no further discussion.

VOTE. YES. LARSON, SEAMAN, WAGNER, HAWFIELD

Motion carried.

The discussion continued on recommended changes to the draft ordinance regarding the language contained in the ordinance. Library Director Hill recommended the following changes:

1. Line 10 - Change Librarian to Library Director
2. Line 16 - Insert Library Advisory Board before membership
3. Line 19 - Change the word accommodate to reflect
4. Line 20 - Delete the word increased
5. Line 29 - Change Librarian to Library Director

LARSON/WAGNER – MOVED TO ACCEPT THE RECOMMENDED CHANGES TO THE DRAFT ORDINANCE AND SUBMIT TO CITY COUNCIL FOR APPROVAL.

There was a brief discussion on the percentage of patrons who were non-residents was probably over 50%. Library Director Hill will run a report to include in her June staff report. Chair Hawfield summarized the changes.

VOTE. YES. NON-OBJECTIONS. UNANIMOUS CONSENT.

Motion carried.

City Ordinances 1979 - 2010

[View] [Edit] [Revisions] [Promote]

CITY OF HOMER
HOMER, ALASKA

class=Section2>

City Clerk

ORDINANCE 09-28(S)

class=Section3>

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA, AMENDING HOMER CITY CODE CHAPTER 1.48, PUBLIC LIBRARY, AMENDING THE NUMBER OF LIBRARY ADVISORY BOARD MEMBERS FROM OUTSIDE CITY LIMITS FROM ONE MEMBER TO TWO MEMBERS AND CHANGING THE DESCRIPTIVE TITLE OF LIBRARIAN TO LIBRARY DIRECTOR WITHIN THE CHAPTER.

WHEREAS, The Library Advisory Board acts in an advisory capacity to the Library Director and the City Council; and

WHEREAS, The Homer Public Library provides services to all community residents, including those living outside City limits; and

WHEREAS, The current Homer City Code does not allow Library Advisory Board membership to adequately reflect the patronage of the Homer Public Library; and

WHEREAS, The number of non-resident members should be increased to reflect the patronage of the Homer Public Library from non-residents; and

WHEREAS, The title of Librarian was changed to Library Director in 1997; and

WHEREAS, The changing of the verbiage as needed throughout is consistent with the current usage of the title Library Director.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. Homer City Code 1.48.020; 1.48.030; 1.48.040; and 1.48.070 is hereby amended to read as follows:

1.48.020 Library Director --Appointment. The head of the Homer Library is the Library Director, who shall be appointed by the City Manager.

1.48.030 Library Director --Duties. The Library Director of the City shall be responsible for and shall have supervision and control of the Library and hold responsibilities as denoted in the job description for the position.

1.48.040 Board--Creation and membership. There is created the City of Homer Library Advisory Board, referred to in this chapter as the Board, which shall act in an advisory capacity to the Library Director and the City. The Board shall consist of seven members comprised as follows:

- a. At least five members of the Board shall reside within the corporate limits of the City.
- b. Members shall serve for three years. Initial appointments to be made for staggered terms as follows: Two one-year terms; two two-year terms; and three three-year terms.
- c. Members shall serve without compensation.

1.48.070 Use of Library. All persons shall be extended the use of library privileges subject to observing the rules and regulations established for the use thereof. The Library Director may prohibit any person from using the Library who willfully or persistently violates any rule or regulation prescribed for the operation of the Library. No person shall fail or refuse to leave the Library when ordered to do so by the Library Director or other person in charge.

Section 2. This Ordinance is of a permanent and general character and shall be included in the City Code.

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this 22nd day of June, 2009.

JAMES C. HORNADAY, MAYOR

**CITY OF HOMER
HOMER, ALASKA**

City Clerk/
Library Advisory Board

RESOLUTION 11-XX

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA, UPDATING THE LIBRARY ADVISORY BOARD BY-LAWS TO REFLECT THE AMENDED REGULAR MEETING TIME OF 5:00 P.M., AND THE NUMBER OF MEMBERS ON THE BOARD TO FIVE AND ALL RELATED SECTIONS THERETO.

WHEREAS, The Library Advisory Board introduced the amendment at a Special Meeting held December 9, 2010 and took final action to approve the amendment at the Regular Meeting on January 4, 2011 to change the regular meeting time to 5:00 p.m.; and

WHEREAS, The City Council approved the change to the regular meeting time during the March 29, 2011 Regular City Council Meeting; and

WHEREAS, The Library Advisory Board has had difficulty in filling two vacancies for over a year and has received notification of the impending retirement of two additional long standing members recommends adjusting the number of members from seven to five; and

WHEREAS, The Library Advisory Board meetings will then require a quorum of three in order to hold a meeting which will allow the remaining members to meet on a regular basis; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska, amends the Library Advisory Board Bylaws to reflect the changes to the regular meeting time, number of members and the associated sections thereof relative to these changes.

PASSED AND ADOPTED BY THE HOMER CITY COUNCIL this ____ day of _____, 2011.

CITY OF HOMER

JAMES C. HORNADAY, MAYOR

ATTEST:

JO JOHNSON, CMC, CITY CLERK

Fiscal Note: N/A

Office of the City Clerk

Jo Johnson, CMC, City Clerk

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Extension: 2224

Extension: 2251

Fax: (907) 235-3143

Email: clerk@ci.homer.ak.us

MEMORANDUM

TO: MAYOR HORNADAY AND CITY COUNCIL

FROM: LIBRARY ADVISORY BOARD

THRU: CITY MANAGER WALT WREDE

DATE: MARCH 17, 2011

SUBJ: AMENDING THE REGULAR MEETING TIME

Background

The Library Advisory Board discussed briefly changing the regular meeting time from 6:00 p.m. to 5:00 p.m. at the Special Meeting held on December 9, 2010 during approval of the 2011 Meeting Schedule and requested this item to be on the next regular agenda.

At the regular meeting on January 4, 2011 and the Special Meeting on March 15, 2011 the Library Advisory Board members discussed and unanimously approved changing the regular meeting time to 5:00 p.m. The excerpt from the minutes of those meetings follows:

*January 4, 2011
Regular Meeting*

NEW BUSINESS

A. Changing the Regular Meeting Time

Chair Faulkner noted this was briefly discussed at the special meeting in December, but was not officially on the agenda so no action was allowed at that time.

There was a brief discussion that a 5:00 p.m. meeting time was preferred by Boardmembers and staff alike.

LARSON/MUNN – MOVED TO RECOMMEND CHANGING THE REGULAR MEETING TIME FROM 6:00 P.M. TO 5:00 P.M.

There was no discussion.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Page 2 of 2
March 17, 2011
LAB Time Change

*March 15, 2011
Special Meeting*

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.

Recommendation

Approve the request to change the regular meeting time from 6:00 p.m. to 5:00 p.m. for the Library Advisory Board.

**CITY OF HOMER
HOMER, ALASKA**

City Clerk/
Library Advisory Board

RESOLUTION 11-XXX

A RESOLUTION OF THE CITY COUNCIL OF HOMER,
ALASKA, AMENDING THE LIBRARY ADVISORY
BOARD REGULAR MEETING TIME TO 5:00 P.M.

WHEREAS, The Library Advisory Board acts in an advisory capacity to the City Manager and the City Council; and

WHEREAS, The Library Advisory Board meetings regularly start at 6:00 p.m.; and

WHEREAS, The Library Advisory Board recommend adjusting the regular meeting times in order to provide a more consistent and efficient meeting schedule; and

WHEREAS, The Library Advisory Board introduced the amendment at a Special Meeting held December 9, 2010; held a discussion and approved the amendment at the Regular Meeting on January 4, 2011 and during the Special Meeting on March 15, 2011; and

WHEREAS, The Library Advisory Board meetings will be held monthly the first Tuesday of each month at ~~6:00 p.m.~~ 5:00 p.m.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska, amends the Library Advisory Board meeting time to establish 5:00 p.m., as the Regular Meeting Time.

PASSED AND ADOPTED BY THE HOMER CITY COUNCIL this 29th day of March, 2011.

CITY OF HOMER

JAMES C. HORNADAY, MAYOR

ATTEST:

JO JOHNSON, CMC, CITY CLERK

Fiscal Note: N/A

Office of the City Clerk

Jo Johnson, CMC, City Clerk

Melissa Jacobsen, CMC, Deputy City Clerk II
Renee Krause, CMC, Deputy City Clerk I



491 E. Pioneer Avenue
Homer, Alaska 99603-7624

(907) 235-3130
(907) 235-8121
Extension: 2227
Extension: 2224
Extension: 2251
Fax: (907) 235-3143
Email: clerk@ci.homer.ak.us

MEMORANDUM

TO: MAYOR HORNADAY AND CITY COUNCIL

FROM: LIBRARY ADVISORY BOARD

DATE: MARCH 21, 2011

SUBJ: RECOMMENDATIONS FOR THE 2011 LAND ALLOCATION PLAN

Background

The Library Advisory Board discussed the status of two parcels included in the 2010 Land Allocation Plan. Below is an excerpt of those minutes reflecting their recommendations on those parcels.

NEW BUSINESS

A. Land Allocation Plan (LAP) Review and Recommendations

Deputy City Clerk Krause gave a brief summary on 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.

