



Library Advisory Board

June 7, 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**
Welcome to the new Library Director – Ann Dixon
- 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 May 3, 2011 Page 5
- 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 – June 2011 Verbal
 - D. Monthly Statistics – May 2011 Laydown
 - E. Landscape Committee Report
- 8. PUBLIC HEARING**
- 9. PENDING BUSINESS**
 - A. Library Capital Projects - Status Report on Energy Efficiency Measures – Carey Meyer
Verbal Report
 - B. Library – Comments, Responses, Issues, and Challenges
- 10. NEW BUSINESS**
 - A. Discussion on Ways to Fill the Student Board Member Position
- 11. INFORMATIONAL MATERIAL**
- 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 JULY 5, 2011** at 5:00 P.M. in the Cowles Council Chambers at City Hall at City Hall 491 E. Pioneer Avenue, Homer, Alaska.

Session 11-04 a Regular Meeting of the Library Advisory Board was called to order on May 3, 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, SEAMAN, MUNN, COGGER, FLETCHER AND SCHROEDER

STAFF: ACTING LIBRARY DIRECTOR SUE GIBSON
DEPUTY CITY CLERK KRAUSE

Chair Faulkner noted the lack of empty chairs at the dais. She stated it has been quite some time since they had an almost complete board. She noted for the new members that she will explain items as they proceed through the agenda.

APPROVAL OF THE AGENDA

FAUKNER/MUNN – MOVED TO AMEND THE AGENDA TO ADDRESS ITEM A UNDER NEW BUSINESS, WELCOME NEW BOARDMEMBERS BEFORE STAFF REPORTS, COMMITTEE REPORTS AND PENDING BUSINESS.

There was no discussion.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Chair Faulkner requested a motion to approve the amended agenda.

SEAMAN/MUNN –SO MOVED

There was no discussion.

The Amended 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)*

A. Meeting Minutes for the Regular Meeting on April 5, 2011

Chair Faulkner requested a motion to approve the minutes.

SEAMAN/MUNN - MOVED TO APPROVE THE MINUTES.

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

There was no report a representative of the Board was unable to attend the last meeting.

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

Chair Faulkner gave a brief summary on the Friends, the meeting and what could be expected. She stated that the meetings are scheduled the second Wednesday of each month at 6:00 p.m. at the library. Boardmember Fletcher stated she would be more participatory next month but due to graduation and visitors coming she would be unable to this month. Boardmember Seaman promised that after June she will have more availability to attend these meetings but she will be out of town.

Boardmember Schroeder volunteered to attend the next meeting.

There were no further discussions.

C. Director's Report – May 2011

There was no report this month.

D. Monthly Statistics – April 2011

Acting Library Director Gibson previously distributed the statistics. Ms. Gibson noted a few items such as circulation and removal and adding items, also a color printer has been installed for use by the public. Color copies cost \$0.50 per page. She answered questions from the Clerk, regarding the increase between March and April. Boardmember Fletcher inquired the purpose of the statistics. Chair Faulkner noted that she has used the statistics to support keeping the Library open on Mondays and not cutting the budget for new books by \$20,000. It is informational more than goal oriented.

Chair Faulkner further explained some of the budget processes. She noted that the Director creates the budget and presents it to the board, the board agrees with the Library Director's recommendations and then it is forwarded to the City Manager for submittal to the City Council. The Board is advisory in nature. City Council has the final approval.

Acting Director Gibson responded that the "new cards" category does not include renewal of Library Cards. These numbers reflect all new issue cards. She pointed out that Interlibrary Loans are listed after the Circulation item; she explained the difference between Electronic Resources and Serials.

Serials were like annual editions of handbooks, how to books such as Chilton's. This is not related to book series. Serials relates to monthly, bi-monthly, annual issues of periodicals such as newspapers, magazines, etc. These numbers are not included in the books shown under circulation. They have about 100-110 subscriptions and enlist the services provided by EPSCO. This renewal is done in January of each year.

Electronic resources were databases but they stopped providing those since there was so many problems with access.

There was no further discussion.

E. Landscape Committee Report

Boardmember Munn stated she did not have anything to report. She stated that she has not received any contact from former Boardmembers Larson and Wagner.

Chair Faulkner gave a brief synopsis on the reason for the establishment of a Landscape Committee for the benefit of the new members. The committee has been assisted by the services of Brenda Adams and her crew which has been paid for by the Friends of the Homer Library. There are a few residents who prefer to have the lawns mowed and more who want a "natural" appearance. She pointed out the gardens that are maintained by different groups. Chair Faulkner reminded the members about the War on Weeds scheduled for Saturday, May 21, 2011.

There was no further discussion.

F. Arts Committee

Chair Faulkner reported that there were no items to discuss and no committee at this time.

FAULKNER/SEAMAN – MOVED TO REMOVE THE ITEM "ARTS COMMITTEE" FROM THE AGENDA.

Chair Faulkner explained her reason to remove was that there would be no further need for the committee and this item then could be removed. She further explained for the benefit of the new members why the committee had been formed.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

There was no further discussion.

PUBLIC HEARING

There were no items for public hearing.

PENDING BUSINESS

A. Library Capital Projects - Status Report on Energy Efficiency Measures

Mr. Meyer was not present at the meeting. She requested the Clerk to email Mr. Meyer for the status of the work.

Chair Faulkner gave a brief synopsis of the issues and progress to date. She mentioned the energy audit and Boardmember Schroeder requested a copy of that audit.

It was noted that the City has intended to use a small amount of energy grant monies they have received.

There was no further discussion.

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

Chair Faulkner summarized this agenda item and explained for the new members what is normally discussed under this item.

Comments, Responses received verbally or in the suggestion box at the library. Ms. Gibson noted that this was not covered by Ms. Hill before her departure. She will check on the suggestion box and make sure

Comments not previously noted will be included in the new Director's Report.

Challenges are from patrons of the Library requesting a reclassification or removal of a book such as teen or young adult that should be moved/reclassified as adult. Chair Faulkner noted last year was the first time that they had ever received a challenge on a book that was classified for young adult. It was in regards to a book regarding comments and musings from military personnel from all branches and their opinions, feelings and reactions to the Iraqi war. The book contained some explicit language the mother did not feel was appropriate for the age group. Issues are first addressed by the Director and if still not satisfied then the issue is brought before the board.

The Board determined that the classification as young adult was justified and appropriate and changing it was not recommended. The Director had spoken to the party who filed the challenge and the Board did not hear anything further; the book remains in the Library in the young adult section. The complainant has the opportunity to attend the meeting to provide verbal opposition. In this case they did not attend.

Issues are things that come up that are not addressed in other locations or by other means.

There was no further discussion.

NEW BUSINESS

A. Welcome New Boardmembers!

Chair Faulkner welcomed and thanked them for participating in this vital service and without them all the issues and items in open status would have just hung out there. She requested the new members to introduce themselves and give a little background on themselves.

Ms. Tamara Fletcher, resident, lifelong reader, volunteer book filer since the new library opened; worked for HEA the past 13 years; she has lived in the area since 1985; has worked for KBBI and the museum. She has a full understanding of taking minutes and expressed appreciation to have the Clerk taking the minutes. She is looking forward to the next three years. Ms. Beth Wythe tagged her to apply.

Ms. Monica Cogger, resident for last four years, she has one son who is a 7th grader, she works at SVT and frequents the library quite often and Bette was the person who invited her to apply.

Ms. Bette Seaman, works as a Dietician at SPH, she believes in citizen input and she has been a member on the board for a number of years and expressed welcome to the new members.

Ms. Faulkner stated she has been on the board for the past four years she has lived in Homer nine years and is retired Air Force, she has volunteered at the library since she moved here just about. Helen Hill did comment that she is the longest serving volunteer they have now. She strongly believes in citizen input also. She reminded the new members that working with the government it takes a long time so they need patience.

Ms. Gillian Munn has been a resident of Homer for 9 months and a Board member since November. Bette also recruited her and she is still learning.

Mr. Kenneth Schroeder, resident of Homer for 21 years, he wants to bring technology and other cool things to the Library; he works at the College as Network Technician for three years and he is really looking forward to being on the Board. Mr. Dave Lewis recommended he apply.

Ms. Sue Gibson, staff as Acting Director until Ann Dixon newly hired Director starts on May 31, 2011. She hopes to answer any questions they may have until then.

B. Memorandum from Deputy City Clerk Krause dated April 27, 2011 Re: General Review of Robert's Rules for New Boardmembers.

Chair Faulkner stated that the Board "loosely" follows the rules. The Clerk does a good job in keeping the board in line.

The Clerk asked the new members if they wanted to practice making motions.

The Boardmembers practiced making motions and the Clerk briefly reviewed Robert's Rules and the benefits using these during the meeting.

There was no further discussion.

INFORMATIONAL MATERIALS

There were no informational materials.

COMMENTS OF THE AUDIENCE

There was no audience present.

COMMENTS OF THE CITY STAFF

Ms. Gibson thanked them for allowing her to be here and thanked the Board. The new director will be at the next meeting.

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

There was no councilmember present.

COMMENTS OF THE CHAIR

Chair Faulkner stated she is giving forewarning that she will not be chair next year. Someone else will have to step up this will be her third year as chair. She further commented that an additional challenge for the new director is to finish the new policies and procedures this year. This is one thing that has been outstanding for quite some time.

COMMENTS FROM THE BOARD

Boardmember Fletcher commented that she will try to recruit a student from the high school. She was very happy to be on the board.

Boardmember Cogger expressed she was happy to be a member and looks forward to learning much.

Boardmember Seaman commented she was happy everyone was here and for the new members and looks forward to working with them.

Boardmember Munn thanked Bette for volunteering to be vice chair and thanked the new members for volunteering. She is glad that Eileen will continue as chair.

Boardmember Schroeder commented he will be attending the Friends meeting. He can't wait for it and excited.

ADJOURNMENT

There being no further business to come before the Board Chair Faulkner adjourned the meeting at 6:15 p.m. The next Regular Meeting is scheduled for June 7, 2011 at 5:00 pm at City Hall, Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

Renee Krause, CMC, Deputy City Clerk I

Approved: _____

