

Session 12-04 a Regular Meeting of the Library Advisory Board was called to order on April 3, 2012 at 5:08 pm by Chair Eileen Faulkner at the Homer City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: BOARDMEMBERS FAULKNER, COGGER, SCHROEDER, GORDON, GROESBECK,
AND FLETCHER

STAFF: LIBRARY DIRECTOR ANN DIXON
DEPUTY CITY CLERK RENEE KRAUSE

APPROVAL OF THE AGENDA

FLETCHER/SCHROEDER – MOVED TO APPROVE THE AGENDA.

There was no discussion.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

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 February 7, 2012

Ms. Dixon requested that the “two full time staff members” be amended to read “a full time children’s librarian.”

Chair Faulkner requested a motion to approve the minutes as amended.

FLETCHER/SCHROEDER- MOVED TO APPROVE THE MINUTES AS AMENDED.

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

Ms. Cogger, as a visitor, provided a report on the last Friends meeting. The presentation to council was discussed.

B. Next Friends Meeting – April 11, 2012 at 6:00 P.M. Library Conference Room

Chair Faulkner confirmed that Ms. Cogger will be in attendance since she will have been reappointed at the April 9, 2012 Council meeting.

There were no discussions.

C. Director's Report April and Monthly Statistics March 2012

Ms. Dixon summarized her staff report for the Board members. She noted that things were picking up. She commented on the popularity of e-books and audio books and that usage continues to increase with a slight decrease represented in February. The Library is becoming more of a lender than a borrower.

A brief discussion ensued on fees and shipping costs for borrowing materials.

Ms. Dixon noted the April events at the Library.

There was no further discussion.

E. Landscape Committee Report – Monica Cogger/Tamara Fletcher

Ms. Fletcher reported that the presentation went very well with only one question from Councilmember Wythe. The Committee agreed to meet the last Thursday of each month at the Library for the remainder of the year. War On Weeds will be Saturday May 5, 2012, 9:00 a.m. until Noon and Tuesday May 8, 2012, 9:00 a.m. to Noon. Music and Refreshments will be served.

They are ramping up on Weeds Identification Guide, which will be laminated to distribute. They will be inquiring through Ms. Dixon if the Friends would be interested in doing an invasive species program. A sign is being developed for the North Meadow to help explain that it is to be a representative Alaskan meadow.

The committee is launching an Adopt a Garden Program hopefully this year, they will have a map and a list of expectations for potential adopters. Ms. Fletcher announced the next meeting will be April 26, 2012 noon to 1:00 p.m.

Ms. Fletcher then announced that Homer has been selected as a recipient of a People's Choice grant for \$3800.00, it was mostly done by the neighboring residents who submitted the application. They will be planting raspberries in the selected area.

There was a brief discussion on feedback from council regarding the Landscaping Report and developing the expectations for Adopting a Garden. It was noted that they were the lightest part of the meeting that night.

There was no further discussion.

PUBLIC HEARING

There were no items for public hearing.

PENDING BUSINESS

A. Policies and Procedures – Updated & Revised Policies

Chair Faulkner brought the item to the floor for discussion and inquired if there were any updates from Ms. Dixon. Ms. Dixon reported that there were none at this time.

Mr. Schroeder questioned if there was a video conferencing policy and/ or status of this policy. Ms. Dixon welcomed Mr. Schroeder to submit a draft to her of an appropriate policy.

Ms. Dixon added that she is currently wrapping up a grant application that took precedence over policy updates but she could provide an updated policy status chart for the next meeting in response to Chair Faulkner's request.

B. New Ideas for the Board – Discussion and Recommendations for Board Action or Discussion

Chair Faulkner brought the item to the floor for discussion.

Mr. Schroeder reported that he recently attended a new classroom technology presentation on video conferencing and that the State of Alaska did 40-70 video conferences each week which is more than anyone on the West Coast. These figures did not include OWL either.

Chair Faulkner reported that she sent an email to the City Manager regarding installation of the video conferencing. Ms. Dixon reported that IT was at the Library for a few days the past week and determined that the cameras do not work with the system installed. It is being worked on.

There were no further comments.

NEW BUSINESS

A. Discussion on Creating a Facilities Committee

Chair Faulkner provided a summary of the responsibilities of the committee and that some of the items that the committee will need to address is the computers, energy issues, and the glaciation issues in the parking lot. She noted that energy issues were discussed last year and some of the things that were to be corrected were the computer settings, arctic entry and the parking lot issues.

Chair Faulkner noted that Mr. Bill Smith had provided a report regarding the HVAC system and it has been adjusted; there are some other additional issues that remain open. The committee's goals will be to develop recommendations that will go to the City on what should be addressed first such as the parking lot or the arctic entry. This should involve Public Works personnel also. Chair Faulkner appointed Mr. Groesbeck and Mr. Schroeder to the committee. She noted that the glaciation issues have been ongoing for approximately 5 years. The existing drainage is not adequate.

Discussion ensued on the previous review and discussions on the project last fall with the Public Works Director and the City Manager; it was noted that it is the first to ice up and the last to thaw, relocating the Disabled Parking space would require patrons to cross the parking lot which would be difficult during the winter time. It was noted that the continuing issue opens the City up to greater liability and the high traffic volume to the building.

Chair Faulkner requested Ms. Fletcher to provide a copy of the Landscaping Long Range Plan that was developed to give the Facilities Committee some idea of format and content.

Ms. Krause will provide copies of Mr. Smith's report to the committee members.

A brief discussion ensued on the reports provided on the energy usage of the library and it was noted that the fuel oil was less than previous years.

Chair Faulkner would prefer to see a report for Council ready by June or July so something could get accomplished before winter this year.

Mr. Groesbeck commented that this will be a major task and a plan is needed to move forward and address some of these issues.

Chair Faulkner thanked the members for volunteering on the committee.

She noted that Boardmember Phil Gordon will be addressing Budget and Statistics for the Library.

Chair Faulkner will be addressing the children's art. She reported that MacNeil Canyon and Kachemak Kids, which removes and hangs the artwork every other week it seems. MacNeil Canyon provides new submissions every two to three months. This is displayed in the children's room. She reported that they have not had good responses from the higher grades.

INFORMATIONAL MATERIALS

- A. Memorandum dated March 19, 2012 Re: Recommendations for 2012 Land Allocation Plan
- B. Resolution 12-020, Amending Homer Public Library Policies for Computer Use and Internet Safety

COMMENTS OF THE AUDIENCE

Larry Sloan, commented with respect to the handicap parking, it was his opinion that money was going to continue to be tight, so he encouraged you people to do innovative thinking, swapping parking spaces, put up signage, do one way parking coming in from the long way and maybe have the parking right next to the curb, but to please do innovative thinking before reaching for the city money machine.

COMMENTS OF THE CITY STAFF

Ms. Dixon stated that Mr. Groesbeck and Mr. Schroeder can stop by some time for information on the Library. She noted that she had limited information collected so far on the video conferencing.

Ms. Krause commented that she has had a request from the Public Arts Committee regarding display of Public Art in the Library. Chair Faulkner replied that they would not be reconsidering this since it does too much damage to the walls and adds more work for City personnel.

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

There was no councilmember present.

COMMENTS OF THE CHAIR

Chair Faulkner thanked David for volunteering to serve on the Board. She noted that they needed to have elections for Chair and Vice Chair.

After a brief discussion with the Clerk it was noted that this item will be on the May agenda.

COMMENTS FROM THE BOARD

Mr. Schroeder, Mr. Groesbeck had no comments.

Mr. Gordon commented that it was a good meeting and thanked everyone.

Ms. Fletcher welcomed David to the Board. She was glad he was willing to be on the committee for the building. She cautioned them to not let the Chair push them to complete the report. Not to overstress on the time frame for the report.

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 May 1, 2012 at 5:00 pm at City Hall Cowles Council Chambers 491 E. Pioneer Avenue, Homer, Alaska.

Renee Krause, CMC, Deputy City Clerk I

Approved: _____