



Library Board Minutes of the October 17th, 2013 Meeting

- I. The regular meeting at the Main Library was called to order by Joyce Taylor at approximately 3:00 p.m.
- II. Board Members present: Ruth Garrison, Joyce Taylor, Jean Cray, Joanne Parkes and Harriet Young
Board Members excused: Lena Fowler and Karla Brewster
Library staff present: Heidi Holland and Jan Robison
- III. Public Participation: None
- IV. The minutes from the September 19th, 2013 meeting were approved as presented.
- V. Library Director's report – 1) Friends of the Library Copper Quill luncheon was wonderful, appreciating volunteers and honoring Wayne Ranney, 2013 recipient of the Copper Quill award. At the luncheon Wayne Ranney did a great reading. 2) This has been a successful year for programming. Our staff works together brilliantly to come up with great ideas. For example; JA Jance's author visit to promote her book. She had a different genre this time and we provided a different venue. Also, our flyers are much improved. Reference Librarian, Eric, is outstanding at creating our flyers and is in charge of our social media. 3) Friends did a great job on the multiday Book Sale. They made over \$3,000. This year was the first time they did the Book Sale at the Flagstaff Farmer's Market. In addition, they had a vintage portion that was a great success. 4) The Flagstaff libraries partnered with the Festival of Science on several programs. Collaboration between Flagstaff libraries and the Museum of Northern Arizona included a dinosaur and also a climate change program. The Festival of Science contacted library staff about their need for programs for the 5-12 age group, so our Youth Services staff came together to bring in programs with a scientific slant, for example a Legos science program. 5) One-on-one tutoring is still very popular. The BTOP 2 grant came to an end. We are going to meld our job help with one-on-one tutoring. Our plan is to recruit more volunteers. One-on-one tutoring is usually computer tutoring. Depending on the need it may include keyboarding, mouse, job applications and setting up email accounts. 6) Recently a Mother and daughter returned from vacation and came in to the library and looked around and said it was good to be home. That is just one of the many wonderful comments we receive about the library. 7) Maps were provided showing tourists visiting our library for the month of September. 8) We were nominated for the IMLS (Institute of Museum and Library Services) award by Congresswoman Ann Kirkpatrick. This is a national award. Celia Barotz wrote a support letter. 9) For FY13, 9,322 e-books and 2,439 downloadable audio books had been checked out. 1,208,548 materials circulated just at the Flagstaff Libraries. Technology reports we had 330,711



hits to our library website. 10) Our databases are being used. Fredonia library's database was down and one of their patrons, a local mechanic, was using the database to fix a car and came into the library covered in grease and wondered why he couldn't access it. 11) Christmas lights will not be on the Main Library this year. Funds were requested from the Friends and Foundation; they chose not to provide the funding. 12) The City of Flagstaff is changing their internal Fiscal/Payroll software from Naviline to Innoprise. 13) Plans to budget monies for the front of the library ADA compliant ramp is underway. Heidi passed out a picture of the library from an overhead photo. 14) We are currently hiring for the EFCL Library Supervisor position.

- VI. Weapons at the Library- We have a big sign as you come in the building saying all the things you are not allowed to do in the library. I find it very unwelcoming. I am in the process of changing that sign to a welcome sign in different languages. We are still working on the Hopi/Navajo translation. We will be taking down the current sign. I am thinking about getting a sign with a gun that has a line through it and a circle around it. If we see someone come in with a gun on a holster we cannot make them take it off unless we have a locker for the weapons. City Hall currently has lockers and will not allow us to send patrons over with their weapons. Joyce Taylor made a motion to allow the library staff to display appropriate signage. Ruth Garrison seconded, it was unanimously approved.
- VII. Growth needs of the Libraries, Affiliates and Branches – Joanne mentioned the hours in statistical report for Tuba City seemed lower. She also requested to add the month at the top of the statistical report.
- VIII. Informational Items from Board Members – Harriet Young has an associate teacher in Winslow working with juvenile delinquents. Harriet made a request to pick up books that no one wants; primarily textbooks. Both hardbacks and paperbacks would be accepted. The target groups are mostly high school students. They are currently working on a Christmas booklet fundraiser. Joanne who volunteers for the Literacy Center mentioned they have books focusing on GED. The Library oftentimes has all their GED books checked out since the new GED effective 2014 will only be available on computers. Joanne Parkes suggested buying GED materials that help people prepare for the 2014 test.
- IX. Public Participation (continued): None
- X. The next Library Board meeting will take place on December 5, 2013 at 3:00 pm at the Flagstaff City-Coconino County Public Library.
- XI. Meeting adjourned at 4:05pm.