



Library Board Minutes of the April 23, 2015 Meeting

- I. The regular meeting at the Main Library was called to order by Joanne Parkes at approximately 3:00 pm
- II. Board Members present Ruth Garrison, Joanne Parkes, Harriet Young and Dave Browning via phone conferencing. Board Members excused: Karla Brewster and Lena Fowler
Library staff present: Will Ascarza and Jan Robison
- III. Minutes of the 12/04/14 meeting were approved with one change. Tony's Barber shop is not leaving their location on May 15th.
- IV. Public Participation – None
- V. Library Director's report as presented by Will Ascarza filling in for Library Director, Heidi Holland reports. 1) Will briefed everyone on the Library's goal to improve the collection of donations. Our donations are held in the loading dock area and are sold through the *Friends of the Library* book sale. The book sale is ongoing at the Flagstaff libraries and the *Friends* have an annual sale in July. 2) Will passed around information about RFID. RFID stands for Radio Frequency Identification. Will explained that he has been assigned to research the costs and benefits involved in implementing a RFID system at the Flagstaff Public Libraries. The tracking system involves tags that are put inside books and DVDs to track items in and out of the library. Our current collection is 250,000 items (books, DVDs, CDs). It is a big project and something that requires time and funding. At this point of the research planning, we have vendors who have come out and given presentations and we are in the process of getting ROIs. With this system, patron's time and worry about where did their item go would be alleviated. They would get a confirmation receipt that their item has been checked in. Holds may be added on as a feature. The cost of the RFID system is anywhere from a \$250,000 to \$400,000. We are looking at donors and grants that would help with funding. We are also looking at implementing in phases. 3) Will then answered questions from the Board members about RFID.
- VI. New Members – Joanne recommended to the board members that if they know other people who would like to apply we should encourage them to do so. Harriet had already made recommendations and Dave indicated he would ask at his Veterans' group.
- VII. Growth needs of the Libraries, Affiliates and Branches– Tony's Barber shop is looking to leave their location but no date has been set. The physical location of the East Flagstaff Community Library is very tight and the library is always full. Could the library expand into the barber shop area? Heidi has discussed with CCC the tight physical area at the EFCL.



- VIII. Informational Items from Board Members – Board member Parkes wanted to express her displeasure at the Mayor’s calling this library a “dinosaur”. Although, she did like what he said about the “library personnel are dedicated and helpful and excellent employees”. Board member Garrison agreed. Board Member Parkes would like to know/understand if the costs were correct in the Mayor’s address? And if so, what is it compared to other libraries and communities. Higher than other communities our size? \$50 per person per year and do the citizens consider it a bargain. What is the impact on it on next year’s budget on the library? Board member Parkes would be glad to help with that research. Board member Parkes requested an overview of the decreases and increases in statistics on the Quarterly Report at the next meeting. Board member Young reminded us all to go vote on city elections. Board member Parkes asked about the computer lab repurposing. Jan and Will explained about providing computer space in the public services area allowed reference staff to help patrons without being out of sight and allowed for more computers. Also, most of the computer training has moved to one on one training versus computer classes.
- IX. Public Participation – None
- X. The next Library Board meeting to be determined. Board members Dave Browning, Ruth Garrison and Harriet Young will be out of town for the May 28th meeting. Proposed May 14th as an alternate date. June 11th another proposed date but close to our regular Library Board meeting date of June 25th. If the May meeting gets cancelled, a suggestion was made to put the July meeting back on the calendar for July 23rd. Jan will check with Heidi and email Board once Heidi makes a decision.
- XI. Meeting adjourned at 4:05pm.