

Library Board Meeting Minutes for December 1, 2016

Meeting called to order by Dorothy Renstrom at 3:08pm.

Members present:

Dorothy Renstrom
Marney Babbitt
Patricia Horn

Members excused:

Dave Browning
Harriet Young
Karla Brewster
Lena Fowler

Staff Liaison:

Heidi Holland, Library Director

Other Library staff present:

Emily Eldridge, Administrative Specialist

Approval of previous meeting minutes: Minutes from the October meeting approved with no changes.

Public Participation: none

Library Directors Report:

As presented by Heidi Holland, Library Director-

- 1) Many tourists from all over the world visit the Flagstaff Libraries. They come in for a variety of reasons- to use our computers; connect to the Wi-Fi using their own wireless devices; look around the facility; get connected to the community; research; printing; travel resources such as directions or recommendations for restaurants and local attractions; and so much more.
- 2) A map of visitors from last quarter was passed around. One side showed the US and the other side was the whole world. Visitors from all over the world could be seen by indication of a marker on the map.
- 3) Library staff took a tour of the Detention Facility Library. We have two Library staff members working in the jail to provide materials to inmates on a regular basis. Staff were able to see the Library itself and the materials offered as well as the pods (living quarters) the staff visit daily. The Economic Vitality Department Director, Heidi Hansen, and the Deputy City Manager, Barbara Goodrich, were also in attendance.
- 4) The Library held a Halloween-themed Stories to Life event that over 100 people in attendance. It was very successful.
- 5) The Youth Services department is going to be holding a multitude of events during the month of December. They are having a Rainbow Dance Party, and Gingerbread House Building Contest, and multiple holiday centered Story Times.
- 6) The Tuba City Public Library is going to be holding a special holiday craft event. They are

using their LSTA grant to put on this event; part of the grant sponsors arts and crafts classes at the Tuba City Library on a regular basis.

7) The Forest Lakes Community Library operates in the Chevelon Butte area and it is an integral part of the community. They do many different types of programs like outdoor fishing and hiking and arts and crafts. Cheryl, the Librarian at Forest Lakes, was coming to Flagstaff to attend a meeting and ran into some car trouble. Originally she had made peanut brittle for Flagstaff IT staff, but ended up giving it to the Good Samaritan who stopped to help her on her way!

8) The Grand Canyon Community Library participated in the Tusayan Chamber of Commerce Halloween event. Instead of passing out candy, they passed out free books to the community. It was a very successful event overall.

9) The Grand Canyon Library is located in a historical building, an old school house. It is currently owned by the Forest Service and we rent from them. There is a possibility of space opening up soon so the Grand Canyon might be looking at a small expansion in the future.

10) Heidi shared a report detailing all that goes on with the different libraries in Coconino County, with information pertaining to programming and such. Marney Babbitt suggested that we hand this out to new Library Board members to get them up to speed.

11) Sunday opening at the Library has been going very well. Each Sunday we have an increase in traffic. Patrons have been very thankful to the Library for re-opening on Sundays after a long hiatus.

Growth Needs of the Library:

1) The Library takes more steps in the RFID project. Items are being readied to be labeled with RFID tags. These tags will make it easier for staff to identify what is being taken specifically. Before, if someone took something and the front gates beeped, it was only apparent that some kind of Library material had been removed. It could take weeks and even months to figure out what items go missing. With RFID tags, it will immediately notify staff of exactly which item was removed to make for easier location or replacement.

2) The Library is going to be starting a bathroom remodel project of the public restrooms. Staff is currently looking into tile, counter, and other design options. Heidi Holland and Library Board members discussed temporary restroom options while the restrooms are under construction. Porter-potties were discussed while City Hall is closed, after 5:00pm.

Informational items from Board Members: Patricia shared that while she was in Ohio for two weeks, she visited a local library to print out a boarding pass. She remarked how special it is that libraries always seem to be warm and welcome places no matter where you are.

Meeting adjourned at 3:51 pm by Dorothy Renstrom