

Library Board Meeting Minutes for March 1, 2018

Meeting called to order by Dorothy Renstrom at 1:01 pm.

Members present:

Dave Browning
Dorothy Renstrom
Harriet Young

Members Excused:

Evin Dunn
Jim Parks, County Supervisor

Staff Liaison:

Mark Cesare, Interim Library Director

Other Staff present:

Kim Musselman, for Supervisor Parks
Amelia Mason, Library Executive Assistant

Public Participation:

None

Approval of minutes from September 2017 meeting

Dorothy asked for clarity on who would be in charge of the capital project to redo the exterior ramp at the Downtown library. It was clarified that the City's capital program working with the Beautification and Public Arts Commission would be in charge. Minutes were approved with this clarification.

Library Director's Report- Mark Cesare

1. With Heidi Holland's retirement, the library did a small reorganization. Mark Cesare is the Interim Library Director until the position is filled, Holland Christie and Will Ascarza are the Deputy Library Directors. The Outreach Manager position was eliminated and the duties of it were split between the two deputies. Amelia Mason was promoted to Executive Assistant and we are in the process of hiring another Administrative Specialist. The Director position is also in the hiring process.
2. The tagging of library materials with Radio Frequency Identification tags is complete. The Automated Material Handling Systems are installed at both the Downtown and Eastside libraries. The catalog at the Eastside library didn't allow for as fine sorting of the collection as was desired. In two weeks, two staff members re-cataloged 60,000 records so it would work better. The exterior book drop that is under construction is scheduled to be done the last week of March. This will feed into the automated system inside the library. Until this is finished we still have a manual drop that staff empty twice a day.
3. We have finished many larger construction projects including replacing the carpet, redoing the bathrooms, getting the new library sign. We are now focusing on the little details to make the big

details pop. The Friends of the Library book sale was relocated to the old circulation work room. Dave mentioned that he had noticed the bolts that secure the sign have nuts but nothing to keep it from being removed if someone had a wrench. He's worried both about vandalism and about someone potentially getting hurt if they messed with the sign and it fell on them. Mark will speak with facilities about whether this is something they can correct.

Upcoming Projects: The front entry ramp is scheduled to be redone in the spring to make it ADA compliant. The Eastside library will be getting a children/family restroom separate from the other restrooms. The plan is to be done with this by the end of the fiscal year.

4. The libraries are considering adding a security guard after a citizen's letter to the City Council regarding an incident at the Eastside library. The library is requesting budget funds for a security guard at both the East Flagstaff Community Library and Downtown. Mark estimates there is one serious incident a month. The goal is to provide a safer environment for everyone, public and staff.

5. Mark shared some stats: 1.2 million people visited the libraries county-wide. The Summer Reading Challenge had 1300 youth and 600 adult participants. Last year we received \$63,000 in grant money plus \$32,000 in federal funding for internet access.

6. Mark shared a couple comment cards from library patrons, most positive but a few discussing their frustration with the new parking situation. He is in contact with ParkFlag to address these concerns.

Growth Needs of the Library

1. This year the focus is on the Library District IGA. In the past, we've considered a rate increase, we probably are not going to ask for one this year. We do have some growth funding from increased property values (with no change to the tax rate).

2. The current federal budget put forth by the Trump administration defunds the Institute for Museums and Library Services. Libraries often use statistics to justify their existence. IMLS is who collects these statistics nationally. Hopefully Congress will change this budget and continue to fund IMLS.

Further discussion: "A Court of Mist and Fury":

1. Tabled until next meeting. Evin returned the book to the library but as he is not here we do not have a report on his thoughts.

Informational Items from Board Members

1. The DVD, "Islam-What the West Needs to Know", was discussed again (a patron had previously complained about this DVD, citing that it could cause Islamophobia). Dave watched the DVD and reported back with his findings. He thought it was a well put together presentation. It has limitations because it presents one version of Islam, but it does it thoroughly. He thinks it is fine to leave it in the adult DVD section. He doesn't see a need for an advisory warning. Mark pointed out that libraries are not in the business of censorship.

2. Harriet asked about the process to donate books to the library. Mark explained that donated items are sorted by Friends of the Library volunteers. Items of value are listed on Amazon for fair market value. Other items may be added to the collection, the Friends of the Library book sale, or one of the Little Free Libraries around town – examples include at the airport and by the County courthouse. There is a limit of two boxes of books at a time.

3. Harriet says the League of Women voters is hosting renowned sociologist, Theda Skocpol, the first woman to be a full professor at Harvard, and are having a public event on March 14th at NAU. Also Dr. Nancy MacLean will be in Flagstaff March 9th at 1899. She's the author of *Democracy in Chains*.

3. Dorothy mentioned that she watched a library focused movie, *Ex Libris: The New York Public Library*. It is an interesting documentary.

Meeting adjourned by Dorothy Renstrom at 1:37 pm.