



**Minutes
LIBRARY ADVISORY BOARD
Wednesday, Dec. 6, 2017**

Minutes of the LIBRARY ADVISORY BOARD recorded at 6 p.m. on Wednesday, Dec. 6, 2017, within the Tempe Public Library – 2nd Floor Conference Room, 3500 S. Rural Road, Tempe, AZ.

(MEMBERS) Present:

John Linda (Chair) by telephone
David Huizingh (Vice Chair)
Mary O'Grady
Gail Rathbun
Virginia (Ginny) Sylvester
Joaquin Rios

(MEMBERS) Absent:

None

City Staff Present:

Kathy Husser, Deputy Community Services Director – Library
Mary Fowler, Sr. Management Assistant, Community Services Administration

General Public Present:

Larry Conway, Friends of Tempe Library
Carrie Taylor, resident

Agenda Item 1 - Call to Order:

- David Huizingh, Library Advisory Board Vice Chair, called the meeting to order at 6 p.m.

Agenda Item 2 - Call to the Audience:

- There were no comments from the public.

Agenda Item 3 – Approval of the Nov. 1, 2017, Library Advisory Board Meeting Minutes: - ACTION

- David Huizingh asked Board members to review the unapproved Library Advisory Board Meeting Minutes document dated Nov. 1, 2017.
 - The group updated paragraph four of the Library Staff Report for clarity.
 - Ginny Sylvester asked to insert a verb into the motion for Agenda Item 7.

MOTION: Gail Rathbun moved to approve the Nov. 1, 2017, Library Advisory Board Meeting Minutes as amended.

SECOND: Joaquin Rios seconded.

DECISION: The Nov. 1, 2017, Library Advisory Board Meeting Minutes were approved with noted changes.

Agenda Item 4 – Friends of the Tempe Public Library Report:

- Friends Report - Larry Conway reported the following.
 - The Friends of the Library and the Osher Lifelong Learning Institute (OLLI) presented a scholars' event on Dec. 15. Students conducted their own classes. The event was held in conjunction with the OLLI program's spring course catalog release.
 - Friends volunteers will deliver boxed lunches to employees of Changing Hands Bookstore on Dec. 21. This is to show appreciation for the many donations received from the store.
 - The \$10 a bag book sale raised about \$2,000.
 - Be sure to drop by the café for holiday cheer.

Agenda Item 5 – Staff Report:

- Library Report – Kathy Husser reported on the following:
 - Kathy Schoepe is the new Library Technical Services Manager. Her first day is on Monday. She will attend the Library Advisory Board meeting in January. Kathy was the Technology Manger at Scottsdale and comes to Tempe Public Library with more than 20 years of public library and technology experience.
 - The Book Festival was on Nov. 4 and featured more than 80 exhibitors including authors, publishers and vendors. The event included panels, workshops, authors, activities, food trucks and guest speakers. More than 700 people attended despite a light morning rain. The event was highlighted in *Phoenix New Times* and in *Raising Arizona Kids*. Staff will cap next year's event at between 40 and 60 vendors to improve the event's functionality.
 - Food for Fines ran from Nov. 1-26. The Library collected 1,919 pounds of food for the Tempe Community Action Agency. A water for fines drive will occur in June.
 - New designated non-smoking area signs are installed in the front of the Library to comply with the Tempe City ordinance.
 - Tempe Library has more than 26,000 E-books in its collection. Check out limits for Overdrive items have been increased from five to eight. Individuals may have up to 10 holds and may keep items for up to three weeks.
 - Security – Staff will begin putting about 700 DVDs into cases to help reduce theft. There is no update on opening the north door as there is no schedule for relocating the Orbit buses.
 - The Library is working with Circle the City to combat homelessness. The Book Bike Ambassador is present during Circle the City events and assists with promoting services available through the Library and Human Services.
 - The City Clerk's office collected 13 applications for the Library Board vacancies and renewals. The Tempe City Council will vote on the Mayor's choices at the Dec. 14 Regular Council Meeting.

Agenda Item 8 – Library Code of Conduct - Action

- Kathy presented edits to the Library Code of Conduct.
 - Mary O’Grady suggested adding “Under Age 12” to the “Unattended Children” heading.

MOTION: Ginny Sylvester moved to approve edits to the Library Code of Conduct.

SECOND: Joaquin Rios seconded.

DECISION: Updates to the Library Code of Conduct were approved as amended.

Agenda Item 10 – Member Announcements/Future Agenda Items

- There were none.

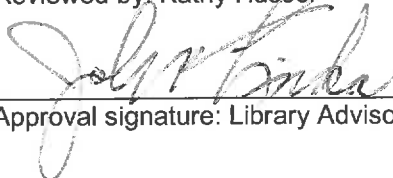
Agenda Item 11 – Adjournment

- Vice Chair David Huizingh, adjourned the meeting at 6:21 p.m.

The next meeting date and location of the Library Advisory Board is scheduled at 6 p.m. on Wednesday, Jan. 3, 2018, in the Community Services 2nd Floor Conference Room, Tempe Public Library, 3500 S. Rural Road, Tempe, AZ.

Prepared by: Mary E. Fowler

Reviewed by: Kathy Husser


Approval signature: Library Advisory Board Member 1/3/18