## Minutes
## LIBRARY ADVISORY BOARD
## Wednesday, Mar. 6, 2019

**Minutes of the LIBRARY ADVISORY BOARD recorded at 6 p.m. on Wednesday, Mar. 6, 2019, within the Tempe Public Library – 2nd Floor Conference Room, 3500 S. Rural Road, Tempe, AZ.**

**\*Changes as noted\***

**(MEMBERS) Present:**
Christopher Watts (Chair)
Carrie Taylor (Vice-Chair)
Marissa Dailey
Marie Brown
Chris Sar
Joaquin Rios (arrived at 6:01pm)

**(MEMBERS) Absent:**
Felicia Durden

**City Staff Present:**
Kathy Husser, Deputy Community Services Director – Library
Carlos E. Bejarano Jr., Support Services Supervisor, Library
Kathleen 'Katie' O'Connor, Adult Services Supervisor, Tempe Public Library

**General Public Present:**
Larry Conway, Friends of the Library

**Agenda Item 1 - Call to Order:**

- Christopher Watts, Library Advisory Board Chair, called the meeting to order at 6:00 p.m.

**Agenda Item 2 - Call to the Audience:**

- No audience.

**Agenda Item 3 – Approval of the Feb. 6 2019, Library Advisory Board Meeting Minutes: - ACTION**

- Christopher asked Board members to review the unapproved Library Advisory Board Meeting Minutes document dated Feb. 6, 2019.

MOTION:    Chris Sar moved to approve the Feb. 6, 2019, Library Advisory Board Meeting Minutes.
SECOND:    Marie Brown seconded.

DECISION:    The motion passed, 5-0.
             Ayes: Christopher Watts, Carrie Taylor, Marie Brown, Chris Sar, Marissa Dailey
             Nays: None
             Absent: Joaquin Rios, Felicia Durden

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

- No report.

## Agenda Item 5 – Staff Report:

- Kathy Husser presented the following update.

  o Introduced Kathleen 'Katie' O'Connor to the Board.
  o The Tempe Public Library will be closed for Staff Day training tomorrow, March 7.
  o Tempe Public Library is one of 15 finalists nationwide for the 2018 Institute of Museum and Library Services (IMLS) award. The finalists will be announced on Monday, March 11.
  o IMLS social media day for the Library is on March 13.
  o Katie wrote the application for the IMLS award.
  o Communico is a new platform coming to the Library in May to manage room reservations, digital signage, and online program calendaring. The platform will allow customizable print on demand materials or staff and patrons.
  o Cloud Library launched at the Library today.
  o The City's Volunteer Luncheon will take place on Tuesday, April 9 from 11:30 to 1:00.

- Kathy addressed concerns raised in the February meeting concerning the Welcome Desk transition.

  o The transition started on January 29, 2019 and the concerns were raised the following week on February 6.
  o The Welcome Desk directed the public to the automatic book returns and service points that best suited their needs. Small tasks such as card/account updates, cancelled holds, and retagging of items could be completed at the Welcome Desk as well.
  o Concerns about the needs to consolidate staffing, increase security, and increase privacy led to the decision to move the Welcome Desk:
  o Council and patron complaints about Welcome Desk staff during slow periods were a concern as well as complaints about phone calls not being answered properly during busy moments at the Welcome Desk.
  o The requirement to increase security and safety by moving the security desk to the front of the Library upon the recommendations of G4S and the Tempe Police Department.
  o The Library wage budget will be reduced on July 1 when transit passes are no longer sold at the Library.
  o Marie Brown asked to clarify where security is stationed. Katie answered to the left as the public enters the Library.
  o Marissa Dailey asked about the security recommendations. Kathy answered that due to the location of the Library, increased incidents on campus, and the recommendation of the Police Dept. there is a need to address security issues that may not seem apparent for a city of Tempe's size.

- o Marie asked if patrons are having difficulty finding the right place to get help. Katie replied that there was some learning for patrons to adjust to the new layout, but that has gradually lessened over the days it's been in place.
  - o Marie shared her experiences and perceptions of security in the various libraries she has worked in.

## Agenda Item 6 – Questions About Public Service: -DISCUSSION

- Katie presented the following report to the Board.

  - o The Library works in partnership with Arizona State University (ASU) on a Citizen Science Grant. The grant intends to get citizens involved in science in the community.
  - o Patrons can currently check out five science kits. More will be added over time.
  - o Citizen Science Day is on April 13, 2019. For two hours during the Stall Catchers Megathon the public can help identify stalls in the brain that lead to Alzheimer's Disease.
  - o The Library is collaborating with Dementia Friendly Tempe on the program Tales on Travels. Library Specialist Brian Gonzales is being trained to sub in and lead the group.
  - o Adult Gaming for 19-year-olds and up will be held on Mondays in the month of June. Adult Librarian Meghan Cyr will lead the program to provide a space for patrons that age out of the Teen Room.
  - o The Seed Library's second anniversary will be on April 13 from 2:00 to 3:30 pm.
  - o The Library's Writing Contest has 132 entries and four cover design entries.
  - o The award ceremony will be held on April 10 and 6:00 pm. Winners from each category will receive a copy of the book, a certificate, and $50.00 donated from the Friends of the Tempe Public Library.
  - o FanCon was a success on January 26.

## Agenda Item 7 – Member Announcements/Future Agenda Items
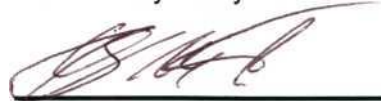
- No announcements.

## Agenda Item 8 – Adjournment

- Christopher adjourned the meeting at 6:24 p.m.

The next meeting date and location of the Library Advisory Board is scheduled at 6 p.m. on Wednesday, Apr. 3, 2019, in the Community Services 2nd Floor Conference Room, Tempe Public Library, 3500 S. Rural Road, Tempe, AZ.

Prepared by:  Carlos E. Bejarano Jr.
Reviewed by: Kathy Husser

4/3/19

Approval signature: Library Advisory Board Member