

**Minutes
LIBRARY ADVISORY BOARD
Wednesday, February 5, 2020**

Minutes of the LIBRARY ADVISORY BOARD recorded at 6 p.m. on Wednesday, February 5, 2020, within the Tempe Public Library Second-Floor Conference Room; 3500 S. Rural Road, Tempe, AZ.

(MEMBERS) Present:

Christopher Watts (Chair)
Carrie Taylor (Vice-Chair)
Marie Brown
Marissa Dailey
Felicia Durden (By Phone)
Teri Metros
Chris Sar

(MEMBERS) Absent:

None

City Staff Present:

Carlos Bejarano, Support Services Supervisor - Library Services Division
Rachael Brickner, Sr. Management Assistant - Community Services Administration
Kathy Husser, Deputy Community Services Director - Library Services Division

General Public Present:

Rolf Brown, Tempe Resident
Don Hawker, Tempe Resident
Ryan Sar, Tempe Resident
Erin Sitz, Tempe Resident

Agenda Item 1 - Call to Order:

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

Agenda Item 2 - Call to the Audience:

- Christopher Watts, Library Advisory Board Chair, welcomed members of the public to the meeting.
 - Christopher Watts (C. Watts) explained that according to Arizona Open Meeting Law, the Library Advisory Board (Board) may only discuss, consider or make decisions on matters listed on the Board meeting agenda.
 - C. Watts further explained that each member of the audience is allowed three minutes for public comment.

- No public comment.

Agenda Item 3 - Approval of the January 8, 2020, Library Advisory Board Meeting Minutes:
APPROVED

- Christopher Watts, Library Advisory Board (Board) Chair, asked the Board members to review the unapproved meeting minutes document dated January 8, 2020.
 - No edits noted or requested.

MOTION: Chris Sar moved to approve the January 8, 2020, Library Advisory Board Meeting Minutes as presented.

SECOND: Teri Metros seconded.

DECISION: Motion approved, 7-0.

Ayes: Christopher Watts (Chair), Carrie Taylor (Vice-Chair), Marie Brown, Marissa Dailey, Felicia Durden (By Phone), Chris Sar, Teri Metros

Nays: None

Absent: None

Agenda Item 4 - Carla Reece, Tempe City Clerk:

- Kathy Husser (K. Husser), Deputy Community Services Director - Library Services Division, introduced Carla Reece (C. Reece), Tempe City Clerk, and welcomed C. Reece to the Library Advisory Board (Board) meeting.
- C. Reece reported that she is meeting with all City of Tempe Boards and Commissions to explain the role of a board/commission member, the role that City of Tempe staff liaisons play in relation to the Board, and to provide information and clarification related to the following discussion points:
 - Audience civility issues;
 - Tempe City Council rules of decorum;
 - Notation of meeting minutes and public comment;
 - Open Meeting Law.
- C. Reece further reported that she is happy to work with K. Husser to provide information and resources to the Board as needed.
- Christopher Watts, Library Advisory Board Chair, thanked C. Reece for her report and attendance at the meeting.

Agenda Item 5 - Friends of the Tempe Public Library Report:

- No report.

Agenda Item 6 - Staff Report:

- Kathy Husser (K. Husser) reported that the Tempe Public Library played host to *FanCon* on Saturday, January 25.
 - K. Husser confirmed that more than 4500 costumed characters, 100 vendors and many families attended the event, making it the most successful event in its six-year history.
 - K. Husser added that *Phoenix New Times* marketed the event and published 41 event images after.
- K. Husser announced that the vacant librarian positions in Adult and Youth Services have posted, and interviews will occur in February with a target hire date of late February to early March.
- K. Husser reminded the Library Advisory Board (Board) members to save the date of April 14; the Library will play host to its Volunteer Recognition Luncheon that day within the newly remodeled Youth Services space. Kathy provided the following remodel update:
 - The Puppet Theater is to be delivered on February 6 and 7;
 - The refurbishing of the Pueblo Playhouse will occur on February 11;
 - All timelines are meeting expectations and remain on-schedule for the unveiling in April for National Library Week.
- K. Husser noted that security camera installation is complete at Tempe Public Library (Library); work continues to occur throughout the remainder of the Library campus.
- K. Husser reminded the Board members that the Library survey link is active through March 1 and is available at tempe.gov/library; Library staff members continue to collect responses, and will synthesize data and host a public forum to obtain more in-depth feedback to help shape the Library's five-year strategic plan.
- K. Husser distributed and presented a 2019 Library Results infographic designed by Blanca Villapudua, Library Marketing Specialist.
- K. Husser announced that the Library will be closed on Monday, February 17, in observance of Presidents' Day.

Agenda Item 7 - Summary Minutes: APPROVED

- Kathy Husser (K. Husser) led a discussion about the notation of meeting minutes.
- Carla Reece (C. Reece), Tempe City Clerk, confirmed that Tempe City Council meeting minutes are recorded as summary minutes; C. Reece further explained that meeting content is documented in summary form for efficiency without a loss of historical content.
- K. Husser noted that the Library Advisory Board (Board) meeting minutes are currently documented in summary form.

- Christopher Watts, Library Advisory Board (Library Board) Chair, called for a motion from the Board members to formally agree to the utilization of summary minutes.

MOTION: Carrie Taylor, Library Advisory Board Vice-Chair, moved to approve the utilization of summary minutes.

SECOND: Marissa Dailey seconded.

DECISION: Motion approved, 7-0.

Ayes: Christopher Watts (Chair), Carrie Taylor (Vice-Chair), Marie Brown, Marissa Dailey, Felicia Durden (By Phone), Chris Sar, Teri Metros

Nays: None

Absent: None

Agenda Item 8 - Member Announcements/Future Agenda Items

- Teri Metros expressed gratitude to Kathy Husser for organizing a tour of the Tempe Public Library led by Katie O'Connor, Adult Services Supervisor.

Agenda Item 9 - Adjournment

- Christopher Watts, Library Advisory Board Chair, adjourned the meeting at 6:26 p.m.

The next meeting date and location of the Library Advisory Board is scheduled at 6 p.m. on Wednesday, March 4, 2020, within the Community Services Department Second-Floor Conference Room; Tempe Public Library, 3500 S. Rural Road, Tempe, AZ.

Prepared by: Rachael Brickner; Reviewed by: Kathy Husser

Approval Signature: Library Advisory Board Member