

**Minutes
LIBRARY ADVISORY BOARD
Wednesday, September 1, 2021**

Minutes of the LIBRARY ADVISORY BOARD virtual meeting recorded at 6 p.m. on Wednesday, September 1, 2021, held via Cisco WebEx Events.

(MEMBERS) Present:

Teri Metros (Chair)
Marie Brown
Marissa Dailey
Dr. Felicia Durden
Chris Sar (Vice-Chair)
Carrie Taylor

(MEMBERS) Absent:

Christopher Watts

City Staff Present:

Rachael Brickner, Sr. Management Assistant - Community Services Administration
Nicholas Escalante, Sr. Community Services Coordinator - Library Services Division
Katie O'Connor, Interim Deputy Community Services Director - Library Services Division

General Public Present:

Larry Conway, President - Friends of Tempe Public Library

Agenda Item 1 - Call to Order:

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

Agenda Item 2 - Call to the Audience:

- No public comment from the audience to report.

Agenda Item 3 - Approval of the June 2, 2021, Library Advisory Board Meeting Minutes:

APPROVED

- Teri Metros, Library Advisory Board (Board) Chair, asked the Board members to review the unapproved meeting minutes document dated June 2, 2021.
 - No edits noted or requested.

MOTION: Dr. Felicia Durden moved to approve the June 2, 2021 Library Advisory Board meeting minutes as presented.
SECOND: Marie Brown seconded.
DECISION: Motion approved, 6-0; one member absent.

Ayes: Teri Metros (Chair), Marie Brown, Marissa Dailey, Dr. Felicia Durden, Chris Sar (Vice-Chair), Carrie Taylor
Nays: None
Absent: Christopher Watts
Abstained: None

Agenda Item 4 - Report: Friends of Tempe Public Library

- Teri Metros, Library Advisory Board (Board) Chair, introduced Larry Conway, President of the Friends of Tempe Public Library (Friends) organization, and welcomed L. Conway to the Board meeting.
- L. Conway reported that despite the implications of the COVID-19 pandemic, the Friends organization had a great year.
 - L. Conway reported that the Friends saw an increase in revenues in 2021;
 - L. Conway added that the Friends organization is pleased to announce that it was again able to contribute funding for Youth and Teen Services Programming at Tempe Public Library (in 2021).
- L. Conway noted that the proposed reopening date of the Connections Café in the Library is October 4.
- L. Conway further reported that the Friends' Book Store is fully operational, and that volunteers are back to assist with all operations;
 - L. Conway added that online book sales are going well.
- L. Conway announced that there are 28 Osher Lifelong Learning Institute scheduled to occur in fall 2021;
 - Classes remain popular, will be held via Zoom, and are scheduled to begin on October 9;
 - Hybrid classes may also resume in October.
- Dr. Felicia Durden thanked L. Conway for his presentation and praised the Friends organization for its support of Tempe Public Library.

Agenda Item 5 - Library COVID-19 Operations Report: Katie O'Connor, Interim Deputy Community Services Director

- Katie O'Connor (K. O'Connor), Interim Deputy Community Services Director - Library Services Division, gave the following information specific to COVID-19 operations at Tempe Public Library:

- **242** adults were engaged in **programming** in June, July, and August 2021; programs included:
 - **Writers' Connection;**
 - **Mystery Club;**
 - **Tempe Writing Contest Celebration;**
 - **Top Secrets for Savvy Authors;**
 - **Skills Learned from Family;**
 - **Great Books discussions;**
 - **Coffee, Tea and Books discussions.**
- **Virtual Sustainability** programs have moved to evenings; the first evening program was held in August and had 33 attendees.
- Tempe Public Library played host to **author J.A. Jance** virtually at 6:30 p.m. on June 8; 36 patrons attended.
- More than 50 **Adult Summer Reading** program patrons entered into a prize drawing for completing and submitting their bingo cards; to date, all prizes have been distributed.
- **Library eContent** use remained steady from May to August;
 - eContent activity in May 2021 totaled 29,324 uses;
 - eContent activity in June 2021 totaled 28,952 uses;
 - eContent activity in July 2021 totaled 29,661 uses;
 - eContent activity in August 2021 totaled 30,433 uses.
- As a comparison, during the height of the COVID-19 pandemic, Tempe Public Library (Library) saw its highest use of eResources ever;
 - eContent activity in June 2020 totaled 32,306 uses;
 - eContent activity in July 2020 totaled 34,754 uses;
 - eContent activity in August 2020 totaled 32,919 uses.
- Pre-pandemic, eContent activity in July 2019 totaled 23,932 uses;
 - While eContent use remains steady above pre-pandemic levels, use has leveled-out a bit from the early COVID-19 pandemic surge;

- Other libraries are reporting similar trends, including a decrease in eMagazine circulation due to the loss of RBDigital and the transfer of materials to OverDrive.
- **Public access computers** within the Library's computer lab saw 4,449 uses from June to August, 2021;
 - The lab at Escalante Community Center saw 555 uses;
 - The lab at North Tempe Multi-Generational Center saw 340 uses;
 - The recently reactivated lab at Cahill Senior Center saw 28 uses.
- Tempe Public Library has an **average attendance** of 4,700 patrons per week.
- K. O'Connor announced that **mask-wearing** resumed in all City of Tempe facilities effective July 30;
 - As a result, the **North entrance** of the Library has been closed; the security staff at that entrance was relocated to the Main entrance for mask distribution.
- The Library's **Study Room policy** was updated to include clarifying information specific to food being permitted in the Library Study Rooms;
- The Library's **Code of Conduct** was updated to remove outdated COVID-19 information;
 - The Code of Conduct previously stated that patrons were restricted to the main floor;
 - To date, **all collections are accessible**, study rooms are in use, and the Library is actively accepting meeting room reservations from Library staff for in-person programming beyond October 2021.
- K. O'Connor announced that the implementation of the **Tempe Public Library Campus Landscaping Plan** will likely occur in winter 2022, as opposed to fall 2021 as previously projected.
- K. O'Connor reported the following information specific to operations of Tempe Public Library's (Library) **Youth and Teen Services** areas:
 - The **Kid Lit Picks** program, a librarian-curated book recommendations service for kids, received three requests from June to August for a total of 25 books pulled by staff;
 - As a direct result of funding received from Friends of the Tempe Public Library, 800 **Youth Activity Packs** for the **Summer Reading Program** were developed and distributed by staff beginning June 1;
 - The Youth Library staff team installed a new **StoryWalk** on June 1 at Escalante Community Center titled, "**The Cow Who Climbed a Tree**," written by Gemma Merino.
 - 2,001 patrons registered for the **Summer Reading Program**; 945 patrons were first-time participants, and 1,000 patrons completed the program (50% completion rate);

- 520 challenges were completed, and 1,946,704 minutes were logged by readers;
- 286 patrons logged Community Experiences with Tempe Community partners;
- 338 Kid Zone kids participated in the program and redeemed book prizes;
- 55 books were donated to Head Start;
- More than 900 books were selected as prizes.

Agenda Item 6 - Library Recruitments Update: Katie O'Connor, Interim Deputy Community Services Director

- Katie O'Connor (K. O'Connor), Interim Deputy Community Services Director - Library Services Division, gave the following update specific to **active recruitments** at Tempe Public Library:
 - Second interviews were held on Monday, July 30, to identify an additional finalist candidate for the **Deputy Director of Library Services** recruitment;
 - An employee forum is scheduled to occur on Thursday, September 30.
 - **Rebecca Matysek**, Library Assistant in Technical Services, has been promoted to a Youth and Teen Services Librarian;
 - **Sunna Khokhar**, Library Assistant in Support Services, has been promoted to a Library Specialist within the same Support Services area.

Agenda Item 7 - Communico Room Reservations Update: Nicholas Escalante, Sr. Community Services Coordinator

- Katie O'Connor (K. O'Connor), Interim Deputy Community Services Director - Library Services Division, introduced Nicholas Escalante, Sr. Community Services Coordinator, and welcomed N. Escalante to the Library Advisory Board meeting.
 - N. Escalante facilitated a live demonstration of Tempe Public Library (Library) meeting room reservations via **Communico** software;
 - N. Escalante explained that all City of Tempe staff users will be issued a Library programming card specific to their assigned role type of 'City Worker.'
 - N. Escalante reported that Communico software is easy to use, and further announced that all City of Tempe staff members may begin to place reservation requests for Library meeting rooms effective Friday, October 1;
 - N. Escalante noted that all requests will be first-come, first-served, and that reservation requests will be monitored and subject to review by Library staff members.

Agenda Item 8 - Member Announcements/Future Agenda Items

- Dr. Felicia Durden requested the placement of an update specific to youth tutoring services at Tempe Public Library on the Library Advisory Board meeting agenda for the meeting scheduled to occur on October 6, 2021.

Agenda Item 9 - Adjournment

- Teri Metros, Library Advisory Board Chair, adjourned the meeting at 6:32 p.m.
- The next meeting of the Library Advisory Board is scheduled to occur at 6 p.m. on Wednesday, October 6, 2021, via Cisco WebEx Events.

Prepared by: Rachael Brickner; Reviewed by: Keith Burke

Approval Signature: Library Advisory Board Member

Unapproved