



## Meeting Minutes Library Board

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Tuesday, December 15, 2020

10:00 AM

Zoom

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### ZOOM MEETING

#### 1. Call to Order/Roll Call

**Present** 7 - Board Member Barbara Fish, Board Member Alec McMurren, Board Member Gina Esposito, Board Member Marilyn Menish-Meucci, Board Member Elizabeth Thompson, Board Member Mary Ellen Anderson, and Board Member Elisa Teodori

#### 2. Approval of the Minutes

approved

Attachments: LIB1215-1 MINUTES.pdf

#### 3. Amendment & Approval of Meeting Agenda

#### 4. Visitors Views Related/Unrelated to Agenda

#### 5. Staff Report

##### STAFFING CHANGES

Christina Sargent's last day was Saturday December 12. We will miss her! Beth Loesch has been hired as our new Library Clerk (12hrs p/w). Her first day was Monday December 7.

##### DISCOVERY KITS

A few of the Discovery Kits are set to launch to the public early in January.

##### NEW JOB RESPONSIBILITIES

Since March the Library Director has been overseeing the Borough website and has now formally taken on the title of 'Borough website administrator'.

Pia Reilly will install art on the north side of the building to cover some damage that resulted from removing the propane fireplace earlier this year.

discussed

#### 6. Unfinished Business

**a. Library Endowments overview**

An overview of the Library's endowment funds was reviewed by the Board. In the future the Library Director present this information to the Board annually.

**approved**

**Attachments:**     [LIB1215-2 ENDOWMENTS.pdf](#)

**7. New Business****a. Contribution to the Art Education Endowment**

John McCabe has made another contribution of \$10,000 to the Art Education Endowment. A letter itemizing John's contributions to date was attached for Board review and the Board Chair's signature.

**approved**

**Attachments:**     [LIB1215-3 AEE DONATION.pdf](#)

**b. Update to the Art Education Endowment Guidelines**

The Library Director and John McCabe proposed two updates to the Endowment guidelines:

Language removed:

IV. Annually the Petersburg Library Board will review and approve the allocation of funds that the library has received from the AEE. At the annual review, Board members will receive a printed or electronic copy of the guidelines.

Revised language:

IV. Annually the Petersburg Library Board will review and approve the annual spendable amount level provided by the Alaska Community Foundation. At the annual review, Board members will receive a printed or electronic copy of the guidelines.

V. The Library Director will recommend potential programs and projects to be funded by the AEE to the Library Board. The Director will present to the Board for its approval, at a minimum, one AEE funded activity within a two year period. Board members will receive a printed or electronic copy of the guidelines and review these guidelines when recommendations are made.

Board members also requested that the Library Director ask John McCabe about the details regarding the scenario where the PPL is dissolved and funds reallocated.

**approved**

**Attachments:**     [LIB1215-4 AEE GUIDELINES.pdf](#)

**c. CCTV System Replacement**

The Library Director presented a quote from Homeport Electronics for complete replacement and upgrade of the CCTV (video surveillance) system. It includes additional cameras and improvements that would increase coverage in certain areas. The Director and Library Technician have viewed the system at Parks & Rec and were satisfied that it was a significant

improvement over the current system.

The Board approved the use of amount not to exceed \$10,000 from the library capital project fund. The balance of the fund is currently \$34,000. This was informally earmarked for a future shelter in front of the library.

The Board asked that the shelter be revisited at an upcoming Board meeting.

**approved**

**Attachments:** [LIB1215-5 CCTV HOMEPORTR.pdf](#)

## **8. Discussion Items**

### **a. Friends of Petersburg Libraries updates**

The Friends did a membership drive in December. Many renewals and new memberships have resulted. The Amazon Smile program was discussed, the Library Director will bring details to the next meeting.

## **9. Adjournment**

The next meeting is tentatively scheduled for January 12 at 10am.