



Meeting Minutes Library Board

Wednesday, April 13, 2016

6:30 PM

Public Library

1. Call to Order/Roll Call

Present 6 - Board Member Marilyn Menish-Meucci, Board Member Alec McMurren, Board Member Barbara Fish, Board Member Elizabeth Thompson, Board Member Chelsea Tremblay, and Board Member Mary Koppes

Excused 2 - Board Member Mary Ellen Anderson, and Board Member Brandy Mulbury

2. Approval of the Minutes

approved

Attachments: LIB04161 Minutes from 2.22.16 meeting

3. Amendment & Approval of Meeting Agenda

approved

4. Visitors Views Related/Unrelated to Agenda

6. Staff Report

February Statistics

5519 people came through our doors

6411 items were checked out

40 programs were held

480 people attended library programs

meeting rooms were used 16 times by the public

12 passports were issued

2 tests were proctored

March Statistics

4675 people came through our doors

6870 items were checked out

38 programs were held

406 people attended library programs

meeting rooms were used 19 times by the public

13 passports were issued

9 tests were proctored

JLC Activities (Joint Library Catalog)

Digital Library Improvements: Our digital library titles (eBooks,eAudiobooks) are now integrated into the library's catalog. Patrons can search for, check out and place holds without going to an external website. They can also see checkouts and holds for digital items in their online account.

Holds analysis: The number of holds on items in our collection from the patrons of other libraries continues to be quite high. I've been working with the JLC system administrator to identify possible sources of the problem and consider the viability of potential solutions. PPL users will now always have first priority for PPL items. The JLC libraries are also considering a system wide hold limit of 10.

Title Deduplication: Kim & I are working on a large project to 'deduplicate' our title records. Duplicate records were created for a large number of our items when we joined the JLC and we now need to manually fix each.

Issuing TWIC cards (Transportation Worker Identifications Credentials)

We had a request to consider becoming TWIC agent as there is a need for this service. Many local people need to travel to obtain this card. It has been determined that the startup costs are prohibitively high (\$5-10K). There is also quite a lot involved with the process (hardware, software, travel for training) and it would be too much for us to take on. The TWIC representative I spoke with advised us not to do it, as the volume of applications would not justify the time and expense involved with being a TWIC center.

Grants

We've received a \$3000 grant from First Bank for the Summer Reading Challenge

Applications submitted for the upcoming year for two noncompetitive grants:

-Public Library Assistance Grant (\$6250 - books, DVDS)

-Institute for Museum & Library Services Basic Grant (\$6000 - books, DVDs & \$1,000 travel)

Share a Vision Display Program

Be sure to check out the marvelous collection of hand carved spoons created by Marg Oines in the large display case. We'll also be restarting our arrangement with the Museum to display pieces from their collection behind the front desk in May - the first piece will be a work by Ashely (Duross) Luhr.

March/April Program Highlights

Gentle Yoga continues

Explore More! Art, Science & Games Ages 4-7 with Chris every Thursday afternoon. This will break for May and return for June & July

Curiosity Creates is going strong. Funding ends at the end of April. We're looking into other ways to fund the program in the fall

Island Institute Tidelines Ferry Tour - April 11 & 12

TEDxPetersburgSalon: Everything you know about addiction is wrong - presented by Chelsea Tremblay

Karl Hagerman gave an interesting talk on water treatment in Petersburg

We'll be taking a break from most programming in May to prepare for the Summer Reading Challenge.

Summer Reading Challenge

Summer Reading planning is well underway. We've received \$4485 in donations as of 4/5/16! Thanks to....First Bank, Sam & Linda Bunge, Harry & Betty Rogers, Steven & Desiree Burrell, Paul Bowen, Sharon Wikan, Mark & Karen Severson, Laurel McCullough & Taylor Norheim, Mary Ellen Anderson, Donald & Joan Harrop, Glorianne

Wollen, Karen Hofstad, Friends of the Library, Pilot Publishing INC

Attachments: [LIB04162 Directors Report](#)

7. Unfinished Business

a. FY17 Budget

Has passed its first reading and has 2 more to go. The legislature continues to discuss the State budget and we'll need to continue to watch for those that have a significant local impact.

b. Library Public Internet

We've purchased a 'bandwidth shaper' that equalizes access to our limited bandwidth. This will be installed and tested in late April. It is hoped that this will prioritize 'low load' uses (checking email, Facebook, visiting websites) over high load uses (streaming; uploading/downloading). It uses a dynamic approach and would only equalize when usage is heavy.

c. Landscaping

The preconstruction meeting was held. Reid Brothers will begin work in early May. Trees and shrubs are scheduled to arrive around May 10 and will be stored behind fencing in the current Power & Light parking lot. Centennial Park will be part of this project and the possibility of a ribbon cutting on Alaska Day was discussed. Landscaping is 50% funded by a State Grant/Legislative Appropriation and the remainder by donations for the new library. It is anticipated that during the 6 week construction period there will be significant disruption to vehicle and pedestrian traffic.

d. Petersburg Pilot Print Archive

The entire collection is now housed in the Paulsen Annex. We will take requests at the library and staff will contact Sue to determine how to best meet the needs of the patron. In some cases we may bring the edition to the library for viewing, in others the patron may be invited to browse the collection. There are almost no requests to use these paper editions, nearly all access is now through the online archive.

8. New Business

a. Municipal Building remodel

A surprising amount of shelving from the old library remains and is still in the building - mainly steel shelving. These are currently looking for a new home and will probably be in the building auction. If a home is not found prior to the end of the month they will likely be disposed of.

9. Communication

a. Friends of Petersburg's Libraries

Book sale banner has arrived and looks great.

b. Comments/ideas from the public

Member Fish reported a suggestion from a fan of the Summer Reading Challenge that we consider a Math Challenge. It may be possible to include a math challenge as a special challenge in the upcoming summer program.

10. Discussion Items

11. Adjournment: Next meeting is scheduled for May 25