



Meeting Minutes Library Board

Wednesday, January 6, 2016

6:30 PM

Petersburg 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: Minutes from Dec 2, 2015 Meeting

3. Amendment & Approval of Meeting Agenda

4. Visitors Views Unrelated to Agenda

5. Visitors Views Related to Agenda

6. Staff Report

Staff Changes: One of our student pages (Marie Giesbrecht) left her position. Rather than refilling this position which may be cut in FY17, Kim Taylor will be filling in with additional hours until June 30. It is my hope that this will help facilitate the transition to no longer having pages to shelve. We'll be using this to look for efficiencies and to retrain all staff on shelving.

Grants

- eRate Request for Bids (FY2017) has been published for internet and telephone service. The federal eRate program subsidizes up to 80% of internet and phone costs for the library.
- FY2016 Rasmuson Foundation Grant which funded display cases & panels, early childhood learning equipment and collections is complete and the final report submitted

December Highlights

- Family Afternoon - Paper Solstice Lanterns - thanks to Lizzie for presenting this!
- Pavo's Christmas Wish was presented by the Petersburg Puppet Players and drew about 65 children and their caregivers
- The 6 Curiosity Creates programs were well attended
- Holiday Literary - The Board discussed possible ways to improve the process of selecting participants. Ideas included only doing an open invite for readings or making it an invitation only

event. It seemed to be agree that keeping the presentations short was key to a successful event as was selecting participants well ahead of time so that the written program was error free and participants knew what was expected of them.

January Highlights

- Jan 2 - Book sale - Continues to be a great success, the new book carts are a big help
- Jan 6 & 8 - iPad Basics for Seniors taught by Catherine Hansen - a second session has been added due to popular demand.
- Jan 11 - An Evening of Poetry with Anna Carson Dewitt & Lee Ribich
- Jan 12 - Poetry & Photography Workshop with Anna Carson Dewitt
- Jan 18 & 19 - Inventory
- Lego Crazy is a new weekly drop in program run by volunteer Mandy Wood for kids 4+. It will run through the end of Feb.
- Curiosity Creates now weekly through end of grant in April. This month topics include
 - The Science of Snowflakes
 - Journey to the Moon
 - Flexagons
 - Mystery Bag Engineering Challenge
- Visual Journals with Andrea Weathers
- Feb 1 - Petersburg Reads/Alaska Reads - Authors Ernestine Hayes (*Blonde Indian*) and Carrie Enge (*Crab Bait*) will be in town for a literary evening.

discussed

Attachments: [Director's Report](#)

7. Unfinished Business

a. FY17 Library Operating Budget

Two proposals were presented for discussion:

Proposal #1: Cuts \$55K from the budget through restructuring maintenance billing, cutting pages & janitorial service as well as additional minor cuts to collections, subscriptions and travel.

Proposal #2: Cuts \$24K from the budget and maintains current operating hours. This is achieved through restructuring maintenance billing & janitorial service as well as additional minor cuts to collections, subscriptions and travel.

The board discussed both budgets. \$25K could potentially be cut without a reduction in hours. The outcome of the internet bids is still an unknown factor. The Board strongly felt that janitorial service, either contracted or with janitorial staff, was imperative. Both out of respect for library staff and to maintain the new facility.

approved

Attachments: [FY2017 Budget Calendar](#)

Attachments: [FY2017 Operating Budget proposal](#)

b. FY17 Capital Budget

The FY17 Capital Budget will be what remains of funds raised for the new library after the completion of the hardscaping. Remaining expenses will include planting and potentially other items now listed in Phase 2 of landscaping (covered shelter, benches). Hardscaping and planting will spend most of the remaining funds and it is unlikely that Phase 2 can move ahead without more fundraising. The remaining capital funds will be from donations to the library's capital campaign for a new building so are restricted to use on capital expenses for the new library.

discussed

8. New Business**9. Communication****a. Comments/ideas from the public**

Discussion about the Book Sale announcement in the newspaper: Because this is a 'for profit' announcement the free space the Pilot provides for library announcements can not be used. It was suggested that the Friends approach a business about sponsoring an ad. Petersburg Insurance has offered their space in the past. There was also some discussion about a sandwich board or banner on the outside of the building for the sale

discussed

10. Discussion Items**a. Article: "Building a Better Board of Trustees"**

Was discussed briefly. Connecting with people is probably the most important thing board members can do. Bringing ideas to the table heard in the community, and taking the message about what is happening in the library to people in the community, good (programs) and bad (budget cuts).

discussed

Attachments: [Building a Better Board of Trustees](#)

b. Borough Comprehensive plan has been released.

The draft was discussed. The disconnect between the plan and the FY17 budget cuts was noted. It was apparent that the library was an important quality of life factor for many people. Continued participation in the planning process by Board members was encouraged.

discussed

Attachments: [Borough Comp plan schedule](#)

Attachments: [Borough Comp Plan - library excerpts](#)

c. Possible Board Issues in 2016

A listed of possible issues for the upcoming year was presented.

discussed

Attachments: [Possible 2016 Board issues](#)

d. Regular Meeting Dates

It was agreed to keep the 4th Wednesday of the month as the regular meeting day.

discussed

e. Ruth Sandvik's 100th Birthday Celebration!

11. Adjournment

adjourned