



Meeting Minutes Library Board

Thursday, November 21, 2013

6:30 PM

Assembly Chambers

Meeting not recorded

1. Call to Order/Roll Call

- Present** 4 - Board Member Karen Dillman, Board Member Elizabeth Thompson, Board Member Jon Wright, and Chairperson Mary Ellen Anderson
- Excused** 2 - Board Member Alec McMurren, and Board Member Marilyn Menish-Meucci

2. Approval of the Minutes

No minutes available

3. Amendment & Approval of Meeting Agenda

approved

4. Visitors Views Unrelated to Agenda

5. Visitors Views Related to Agenda

6. Staff Report

a. Librarian's Report

We have a new library! The contractor not yet finished – gutters are needed and this should happen soon, the large meeting room floor needs refinishing so seal it from liquid damage, entry to children's room door will be moved to where specified on original plan to allow for coat rack. Lizzie asked about location of the OPAC computer location. Shelving still needs tops – will be done this weekend. OPAC stations were planned as iPad stations, we are not sure this is what we want throughout the facility. Computer network was a large project to get up and running. Wireless has not been great – it is being worked on and is improving. Vandalism to the building involved some siding being removed. There are plans to add some security video cameras to monitor building. Art is starting to come in.

The library is about twice as busy in almost all aspects. Jon asked if there was opportunity to get this info out to the public. After school hour is extra busy and is attracting kids of all ages. Karen asked about parking across the street as it relates to safely in crossing Haugen, there was going to be no parking between 1st and 2nd street. Crosswalk is planned for 2015. Story time has restarted and is attracting good crowds. 45 kids for zombie tag. Artist Mette Hansen will be here the first week of Dec to install donor artwork and teach a printmaking class.

The IMLS Enhancement IMLS grant came to a close Sept 31, Tara is working on the final report. An Interlibrary Cooperation Grant has been received from state library. Jessica will be hired on contract to scan photos for the AK digital archives with these funds. Extended funding from OWL is allowing the library to hire an IT Aide for 7 hours a week

All Petersburg newspapers are now available online. Decision must be made as to what to do with the paper copies. Space is an issue, there is not shelving in the archive room to accommodate them. Jon suggested fundraiser. Mary Ellen suggested auctioning them off according to people's birthday years.
discussed

Attachments: [Librarian's Report](#)

7. Unfinished Business

8. New Business

a. Revisions to equipment use policy and user agreement

MaryEllen talked about a discussion with parent about lack of filter on Public Library Internet.

Jon pointed out the phrase in the policy "Only parents/guardians may restrict their children from access to Internet/Email resources accessible through the Library." He thought that the word "Unfiltered" should be stated clearly in the policy. Tara pointed out that this statement is also in the agreement that is signed by parents when child gets library card. Board asked that policy should be revised to clearly state that internet is not filtered.

approved

Attachments: [Equipment Use Policy](#)
 [Equipment Use Agreement](#)

b. Library Ordinance Revisions

Because of the short timeline, the forum to discuss this will be in an Assembly meeting before the end of the year. Prior ordinance was missing wording that established the library as a department. Library board also is different from other boards in its power. It is a policy making and governing board. Board asked Tara to explain the difference. One example is that the board hires librarian and recommends to the Borough Manager, they also do a performance evaluation. Jon stated that he felt that the board should be consistent with other boards. There was some concern about changing the role of the Board when the current situation is thought to be effective. Mary Ellen asked about hiring process when Tara was hired. Was it the board that hired or the manager? Tara said that at the time the Manager stated that the board chose her to hire. Members discussed the pros/cons of the board being elected vs appointed and which is more or less likely to be corrupted. Tara will notify board members when the ordinance comes before the assembly.

discussed

Attachments: [Proposed Ordinance Revisions](#)

9. Communication**10. Discussion Items****a. FY15 Budget Planning**

Budget planning FY15 – Last year's budget was increased to prepare for new library. Tara stated that so far the budget is on track, no significant surprises yet although we are only a few months into the year so that may change. Staffing is an issue. Doubling of usage without extra staff time makes it hard to add back programing and to have evening meeting and programs. The possibility of joining a state library consortium to provide library automation services might help decrease current costs and free up funds for other needed areas such as staffing. Meeting rooms are in high demand and people want to be able to use them later in the evenings. Discussion followed about what it would take to stay open an extra hour in the evening. Mary Ellen asked about the light being on all the time. Switches will be installed. Currently the lights are managed by automatic shut off by timer.

discussed

11. Adjournment

adjourned