

City of Mesa Library Advisory Board Meeting

Date: January 20, 2009
Time: 5:30 p.m.
Location: City of Mesa Main Library
64 E. 1st Street

Members Present

Mike Yates
Chair

Dilworth Brinton, Jr.
Diane Cantile
Kay Henry
Cheryl Laflen
Oonagh McQuarrie
Sharon Webster

Staff Present

Kate Havris
Heather Wolf
Dawn P. Kucerak

Members Absent

Becky Rapiere

Guests Present

Heather Arnett
Tanner Arnett

AGENDA ITEM	DISCUSSION
Call to Order	Board Chair Mike Yates called the regular bi-monthly meeting of the City of Mesa Library Advisory Board to order at 5:35 p.m. on January 20, 2009.
Approval of Minutes	Board member Dilworth Brinton, Jr. moved & Board member Diane Cantile seconded that the minutes of the November 18, 2008 regular meeting be approved as presented. Motion passed, all voting yes.
Public Comments	There were no public comments. Board member Dilworth Brinton, Jr. welcomed Tanner Arnett and his mother, Heather Arnett as guests for this evening's Board meeting. Mr. Arnett attended to fulfill a requirement toward achieving the "Citizenship in the Community" scouting badge.
Welcome of New Board Member	Board Chair Mike Yates introduced and welcomed Ms. Sharon Webster, the Board's newest member. Ms. Webster replaces Ms. Liz Purtell and represents Council District # 5.
Discussion and Recommendation of FY2009-2010 Fines & Fees and Library Advisory Board Responsibilities	<u>Fines & Fees Review:</u> Library Director Heather Wolf provided an overview of the Annual Fines and Fees Review conducted by the Library in conjunction with making recommendations for adjusting current fines and fees and/or instituting new ones for the next fiscal year 2009-2010. The Library conducts a survey in December using other Valley libraries as benchmarks for the fines and fees (see handout). Staff also provides feedback toward this review. Currently all fines and fees are in line with other Valley libraries. The Library, though, would like to recommend the addition of "earbuds" as an item for sale at the circulation desk for \$5.00 each to support in-library services and a new service, "playaways" that will be available in late Spring. Playaways are an audio book on an MP3 player. The revenue generated from the sales of earbuds would be returned to the general fund. Ms. Wolf welcomed feedback from the Board with the regard to the fines and fees and the Library's recommendation. Discussion ensued. Board member Dilworth Brinton, Jr. motioned to adopt the December 2008 Annual Fines and

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Fees Review with the addition of earbuds at \$5.00 apiece. Board member Kay Henry seconded. Motion passed, all voting yes.

Library Advisory Board Responsibilities: Library Director Heather Wolf opened the discussion regarding the proposed “City of Mesa Library Advisory Board Key Responsibilities.” At the Board’s request, Ms. Wolf also provided a copy of the City of Mesa Board of Appeals By-laws dated 12/6/2004 for reference when reviewing the proposed key responsibilities. The proposed Library Advisory Board (LAB) key responsibilities would informally expand the LAB’s role as an agreement between the Library Director and the LAB. The key responsibilities would be updated annually although would not become a part of the City Code. At the request of Board member Dilworth Brinton, Jr., Section 2-4-2, the Library Advisory Board Responsibilities as part of the Mesa City Code were reviewed. Discussion ensued. The consensus of the LAB was that the City Code did not need to be changed nor by-laws adopted as they’re more procedural. Board member Dilworth Brinton, Jr. inquired as to how the LAB ensures that the City provides full disclosure to the Board about the Library’s budget. Board Chair Mike Yates responded that it is not possible for the LAB to do that. Board Chair Mike Yates moved that the “City of Mesa Library Advisory Board Key Responsibilities be adopted with the “lead in” paragraph as follows: “By agreement between Library staff and the Library Advisory Board (LAB), the following key responsibilities are an informally expanded version of the LAB responsibilities listed in the Mesa City Code, Section 2-4-2. These responsibilities will be reviewed annually.” and deleting the “regularly” from the attendance piece under “Personal Commitment.” Board member Diane Cantile seconded the motion. Motion passed, all voting yes.

Director’s Report

Budget Update: Library Director Heather Wolf reported that in December 2008 the City Council accepted the Library’s proposed reductions 1.3M for FY 2008-2009 and 3.3M for FY 2009-2010. As a result of these reductions that included a loss of 42 FTE’s, the operating hours at each location, Dobson Ranch, Main, and Red Mountain were reduced. The new hours were effective Sunday, January 4, 2009. The last day for staff affected by the RIWF was Friday, January 9, 2009. With the change in library hours, the Board agreed that the new meeting time of 5:30 p.m. is convenient for everyone.

Board member Dilworth Brinton, Jr. inquired as to any feedback from patrons about the change in hours. Library Director Heather Wolf responded that she had received only two comments about the change in hours. The Library ensured that the public was aware of the change in hours through signage at the library, Channel 11, and the newspaper. Ms. Wolf also reported that the Gilbert Library (Southeast Regional) had seen an increase in circulation for the first two Mondays in January of 50% and 30% respectively. Both Red Mountain and Dobson Ranch are now closed on Mondays due to the reduction in hours.

Board Chair Mike Yates commented on a “letter to the editor” that basically stated “Why doesn’t Mesa give the Library to the county?” Library Director Heather Wolf responded that Gilbert pays 100% for the Perry branch and that there is a 5-year agreement for the Southeast Regional Library. Each year of the 5-year agreement, Gilbert pays a different percentage until Gilbert pays 100%. The City of Mesa Library (COML) would also have to pay the County were it to operate the City’s libraries. Ms. Wolf also explained to the Board about the special library district tax that goes to the Maricopa County Library District, approximately 1.6M. The COML benefits from these monies: Mesa residents may use any County library for free, the county provides a free courier service between valley libraries, pays for a certain amount of electronic databases-between \$80,000 and \$100,000, pays for both the summer reading program and adult reading program, and administers the reciprocal borrowing program.

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Usage Statistics: Library Director Heather Wolf reviewed the December 2008 usage statistics as compared to December 2007 noting both increases in circulation by 12% and in-library patrons by 47%. Typically when the economy goes down the library usage goes up. Board member Kay Henry commented that it will be interesting to see how the change in hours affects the in-house visits.

Grants: The Library received two grants from the Salt River Pima-Maricopa Indian Community (SRP-MIC) for the purchase of “playaways” and a database subscription to “Live Homework Help.” Playaways are an audio book on an MP3 player. If you have a City of Mesa library card you may access this database. There are qualified tutors available to help you with whatever subject you’re working on.

Board member Dilworth Brinton, Jr. inquired as to the usage of the Mesa Room and the use of a flash drive with the microfilm reader. Library Director Heather Wolf responded that the Mesa Room will be open to the public on Thursdays from 3:00 to 7:00 p.m. beginning February 2009. There will also be two persons available to open the room by appointment. The microfiche machine now has the capability to save documents to a flash drive. Mr. Brinton, Jr. may contact Mr. Brandon Williams, Library Technology Administrator, for a tutorial.

Board member Dilworth Brinton, Jr. represented the Library Board at the Volunteer Luncheon citing that he had had a good time. The next Volunteer Luncheon will be in April 2009 at the Mesa Country Club. Both Mayor Smith and Council member Dennis Kavanaugh will be in attendance.

YAAC Report: Board member Oonagh McQuarrie reported that Mr. Larry Lee would now lead the YAAC group as Karen Peterson had been laid off due to the RIWF. The YAAC group did not meet in January, although hope to in February. The future of both the YAAC group and the “Open Shelf” publication is uncertain. Membership in YAAC has declined and funds for “Open Shelf” may not be available due to budget reductions.

Items for Future Agendas None.

Action Items Synopsis of the Reciprocal Borrowing Program.

Announcements None.

Adjournment Board member Dilworth Brinton, Jr. moved & Board member Oonagh McQuarrie seconded that the meeting be adjourned. The meeting was adjourned at 6:30 p.m.

The next meeting will be held on March 17, 2009 at 5:30 p.m. in the Main Library Boardroom, 64 E. 1st Street.