

**City of Mesa Library  
Advisory Board Meeting**

Date: February 7, 2007  
Time: 6:30 p.m.  
Location: City of Mesa Main Library  
64 E. 1<sup>st</sup> Street

**Members Present**

Cheryl Laflen  
Liz Purtell  
Michael Yates  
Alyssa Ratledge  
Jaime Herrera

**Staff Present**

Heather Wolf  
Dawn Kucerack  
Kate Havris  
Lanty Snelson  
Kathy Little

**Members Absent**

Kay Henry  
Maria Mancinas  
Doug Gerlach

**Guests Present**

Jack Friedline

| AGENDA ITEM                | DISCUSSION   |
|----------------------------|--|
| <b>Call to Order</b>       | Board member Mike Yates called the special meeting of the City of Mesa Library Advisory Board to order at 6:30 p.m. on February 7, 2007. |
| <b>Public Comments</b>     | There were no public comments.   |
| <b>Approval of Minutes</b> | None to be approved.   |
| <b>Director's Report</b>   | No Director's Report at this meeting.  |
| <b>YAAC Report</b>         | No YAAC report at this meeting.  |

| AGENDA ITEM | DISCUSSION |
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**Friends of the Library Report**

No Friends Report at this meeting.

**Action Item**

**Discussion and vote regarding recommendations to the City Council concerning (i) library fees, fines, and other possible sources of revenue, and (ii) preferred uses for same.**

Mr. Yates recommends the board proceed by exception. If anybody has a question, objection, comment, or wants to discuss further, the item can be made a consent agenda item.

Library Director, Heather Wolf, initiated the proposals in packet order by budget system.

**Daily Overdue Fines:**

Overdue fines are currently 20 cents. The proposed is 25 cents. The additional nickel is estimated to bring in an additional \$69,800.00. The money is being directed for security at RM in the form of a Budget Adjustment Request "BAR".

Board member Cheryl Laflen proposed the first motion and Board member Alyssa Ratledge proposed the second. No oppositions.

**Maximum Fine (per item):**

Maximum fine refers to changing the cap at which a patron maxes out their fines. The current system is set up so that the max out limit is \$6.00 per item. The proposal is for \$10.00. The potential for revenue is presumed to be \$50,000.00.

Board member Mike Yates proposed the first motion and Board member Liz Purtell proposed the second. No oppositions.

**Lost Library Card Fee:**

The first library card assignment is free, after the first reported loss, there will be a \$2.00 charge, which will get the City of Mesa up to par with other valley libraries. A small increase in revenue is estimated at \$7,000.00. This revenue will be used toward RFID, which will replace the current system.

**AGENDA ITEM****DISCUSSION**

Board member Liz Purtell proposed the first motion and Board member Cheryl Laflen proposed the second. No oppositions.

**Out of County Fee:**

Out of county fee is the fee charged to non Maricopa county residents, such as Pinal county residents who use the City of Mesa library. The current charge is \$20.00 and the proposed is \$40.00. Miss Ratledge inquired if the extra \$20.00 will affect patron visits? Ms. Wolf replied, that it is hard to estimate.

Board member Cheryl Laflen proposed the first motion and Board member Jaime Herrera proposed the second. No oppositions.

**Place a Hold (5 free/\$1.00 each additional hold):**

The retrieval of holds is a big drain on staff time, Santa Clara, California had a model where they allowed three holds and charged \$1.00 thereafter, (however, they are no longer following this model). The City of Mesa library is having a problem system wide making the system do the same. After much discussion and due to the fact that Santa Clara is no longer doing it, the board proposed and voted in favor of a 5 item hold limit, but no charge.

All in favor.

**Color Printing (per page):**

A recommendation has been made on a "BAR" to purchase color printers. Cost recovery from there on after would be additional revenue for the library. Currently, the library charges \$0.20 to make printer copies. The library has a lot of requests for color copies.

Board member Cheryl Laflen proposed the first motion and Board member Liz Purtell proposed the second. No oppositions.

**Internet Guest Passes (one hour per day):**

The proposal is to charge \$1.00/hour for an Internet guest pass. Several additional modules were discussed.

**AGENDA ITEM****DISCUSSION**

Board member Mr. Yates proposed the board vote what is presented, \$1.00 per hour, after which you can purchase additional time at \$1.00 per hour. If you have a library card, it allows one hour free. Library cardholders may purchase a guest pass for \$1.00 per additional hour. Board member Liz Purtell seconds the motion. No opposition.

**Obituary Search (per search, regardless of result):**

There are only a couple of valley libraries that charge for obituary searches. The proposal is to start charging \$15.00 per search request, regardless of the result. With good information, the search can be quick. Patrons have the option of doing this themselves by using the microfiche.

Board member Alyssa Ratledge proposed the first motion and Board member Cheryl Laflen proposed the second. No oppositions.

**Flash Drives (per drive):**

The City of Mesa library currently sells floppy disks. It is proposed to go with flash drives. The flash drives would pay for themselves. The \$10.00 charge recoups the cost of purchase at time of purchase. Mr. Yates motioned the smallest flash drive be sold at 125% above cost.

Board member Mike Yates proposed the first motion and Board member Alyssa Ratledge proposed the second. No oppositions.

**Meeting Room Rental (per hour for large meeting rooms):**

The library is making the distinction between the small and the large meeting rooms.

MN – Saguaro Room  
RM – Program Room  
DR – Meeting Room

The libraries would charge \$15.00 per hour/still for non-profit organizations. Ms. Purtell inquired as to what kind of groups use the rooms? Ms. Wolf replied, it varies, for example, at RM it is a lot of HOA' s, etc. There will not be a charge for small rooms.

**AGENDA ITEM****DISCUSSION**

Board member Cheryl Laflen proposed the first motion and Board member Jaime Herrera proposed the second. No oppositions.

**Library Cards:**

There is a proposal to charge for library cards.

Staff reviewed the State Constitution, City Charter, and State Statutes for guidance on whether a public library can charge for library cards. Ms. Purtell inquired why the library would even be proposing this? Ms. Wolf replied that this was talked about at last month's meeting from which Ms. Purtell was not in attendance. Mr. Friedline had some ideas and suggestions of where to look for additional revenue, however the board did not have the information necessary to vote at last month's meeting. Mr. Friedline wants to look at everything and every possible alternative to keep library services. Mr. Friedline expressed that the board did not have to vote on the issue. Mr. Yates, commented that he was not sure this was a good idea, and there are other ideas that need to be considered.

**Budget Adjustment Requests**

Ms. Wolf informed the board that the library created a BAR requesting that the library fines be used to pay for a municipal security officer.

Discussion ensued whether to review this issue on an annual basis or on an ongoing or one time fund? Motion would be to push for both BARs for security and RFID, in conjunction with our recommended fees.

Board member Ms. Laflen proposes the first motion on the table and Board member Ms. Purtell seconds the motion. No oppositions.

**Announcements**

None.

**Adjournment**

The next regular meeting will be held on Tuesday, March 20, 2007 at 6:30 p.m. in the Main Library boardroom, 64 E. 1<sup>st</sup> Street. Motion was made to adjourn the meeting, all present voting yes. The meeting was adjourned at 8:05 p.m.