

City of Mesa Library Advisory Board Meeting

Date: November 18, 2008
 Time: 6:30 p.m.
 Location: City of Mesa Main Library
 64 E. 1st Street

Members Present

Cheryl Laflen
Vice-Chair

Becky Rapiere
 Diane Cantile
 Dilworth Brinton, Jr.
 Kay Henry

Staff Present

Kate Havris
 Heather Wolf
 Dawn P. Kucerak
 Kellie Gillespie
 Lanty Snelson
 Stephanie Foster
 Kari Kent
 Kathee Herbstreit
 Kathy Little
 Laurie Boone

Members Absent

Oonagh McQuarrie
 Mike Yates

Guests Present

Mayor Smith	Susan Spinner	Kelly Spinner
Linda Crocker	Debbie Spinner	Hank Spinner
Bob Huhn	Ken Spinner	Kevin Spinner
Pat Lister	Frank Lister	Christopher Spinner

AGENDA ITEM	DISCUSSION
Call to Order	Vice-Chair Cheryl Laflen called the regular Monthly Meeting of the City of Mesa Library Advisory Board to order at 6:32 p.m. on November 18, 2008.
Approval of Minutes	Board member Dilworth Brinton, Jr. moved & board member Kay Henry seconded that the minutes of the September 16, 2008 regular meeting be approved as presented. Motion passed, all voting yes.
Public Comments	There were no public comments.
Presentation of Presidential Award for Volunteerism	Kathee Herbstreit, Volunteer Coordinator for the City of Mesa Library welcomed Mayor Smith, Susan Spinner (award recipient), Susan Spinner's family, library staff, and the library board to the presentation of the "President's Volunteer Service Gold Award." Ms. Spinner completed over 200 hours of volunteer service qualifying her for this award. Mayor Smith presented Ms. Spinner with both the Presidential Award and a Certificate of Volunteerism on behalf of the City of Mesa.
Director's Report	<u>Budget Update:</u> PowerPoint presentation by Heather Wolf, Library Director, highlighting the library's current budget and staffing, staff suggestions for budget reductions, and the target reduction of \$3.3M that will be presented to the City Council by Mr. Chris Brady, City Manager, on Thursday, 11/20/2008, and an overview of the Reduction in Workforce (RIWF) process. <u>Questions/Comments/Suggestions about the Budget Update:</u> Board member Cheryl Laflen inquired as to whether or not the reduction in the materials budget is "across the board?" Library Director, Heather Wolf responded

AGENDA ITEM**DISCUSSION**

that the selectors will determine what reductions will be made, (i.e. adjusting the number of copies of a title that are purchased).

Board member Dilworth Brinton, Jr. offered these suggestions to accommodate and/or assist with the forthcoming budget reductions: gift magazine subscriptions to the library, changing the “honor system” for microfilm copiers to “pay for print,” increasing the number of volunteers and considering having volunteers work on the “ask here” desks, charging for library cards, and eliminating stability pay. Library Director, Heather Wolf clarified that individual magazine subscriptions are less expensive than institutional subscriptions and that charging for library cards had been discussed two years ago. At that time, the decision to not charge for library cards was made.

Board members Kay Henry and Dilworth Brinton, Jr. suggested that the “Open Shelf” be available on-line to save on printing costs.

Board member Dilworth Brinton, Jr. commented that he and other families have donated materials to the Mesa Room and expressed concern about “future” availability and access to those materials in light of the forthcoming budget reductions. Mr. Brinton, Jr. recommended a reduction in the number of hours the Mesa Room is open so as not to lose access to the materials. Mr. Brinton, Jr. also expressed that he would like the opportunity to copy any donated materials housed in the Mesa Room prior to it being closed should that happen. Library Director, Heather Wolf, responded that access to the Mesa Room would most likely follow its current procedure-by appt. only.

Board member Kay Henry inquired as to whether or not the reductions were 30% for all City departments. Library Director, Heather Wolf responded that the percentages vary from department to department.

Board member Kay Henry asked about when the library closes at the end of the business day does the staff also leave the building? Library Director, Heather Wolf responded that typically everyone leaves the building although some do stay later.

Board member Dilworth Brinton, Jr. asked if the library still has public meeting rooms and is there a charge for the use of these rooms. Library Director, Heather Wolf responded that there are public meeting rooms available and a \$15.00 per hour fee is in place although currently due to technical challenges with trying to secure the fee there is no charge to use a meeting room. Also, with the forthcoming budget reductions (reduced staff), room reservations as a service to the public may be discontinued

Board Member Dilworth Brinton, Jr. thanked Library Director, Heather Wolf for the budget presentation. Mr. Brinton, Jr. also expressed his displeasure toward upper management, Deputy City Manager and above, at not allowing the Library Advisory Board to have input toward the library’s proposed budget reductions. Deputy City Manager, Karolyn Kent commented that feedback from the Board for the Library’s presentation to Council in early December would be beneficial and that the proposed budget reductions have become time critical.

Vice-Chair Cheryl Laflen acknowledged the work that Library Director, Heather Wolf has to do and expressed her appreciation for Ms. Wolf’s ongoing attention and work with those items.

Library Director, Heather Wolf thanked everyone for their input and to let her know of any other ideas for budget reductions.

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YAAC Report	No report available.
Identify items for future agendas:	The proposed key responsibilities for the Library Advisory Board (LAB) have been tabled until the next meeting on January 20, 2009.
Announcements	None. Board member Dilworth Brinton, Jr. extended a “Happy Thanksgiving” to everyone.
Action Items	Secure a copy of the by-laws of another City Board to use as a reference for discussing the LAB’s key responsibilities. Decide on a new meeting time for the LAB for January 2009 as the proposed new closing time for the library will be 7:00 p.m.
Adjournment	Board member Diane Cantile moved & board member Becky Rapier seconded that the meeting be adjourned. The meeting was adjourned at 7:40 p.m. The next meeting will be held on January 20, 2009 at TBD in the Main Library Boardroom, 64 E. 1 st Street.

Heather Wolf, Library Director