

**City of Glendale
Library Advisory Board Meeting Minutes
Main Library
5959 West Brown Street
Glendale Arizona 85302**

**Wednesday, April 8, 2015
6:00 p.m.**

I. Call to Order – Approximately 6:00PM

Board members Shelly, Bolognini, Collett, Sommer, Vice Chairperson Wilson, and Chairperson Aborne were present.

Board members Grajeda and Fallucca were absent and excused.

Erik Strunk, Director, Community Services Department, Michael Beck, Chief Librarian, Tim Barnard, Assistant Director, and Karen Reed, Library Manager were present from the City of Glendale.

Mr. Strunk introduced Mr. Tim Barnard, new City of Glendale employee in the Community Services Department.

II. Approval of Minutes – February 25, 2015 – Chairperson Aborne asked if there were any revisions or corrections to the minutes of February 25, 2015.

Board member Shelly noted a correction to the spelling of her name at the bottom of page two. She asked that "But this" Advisory... be removed as well as "She concurred." She also requested, on page 3, that her comments be listed in bullets points and that the fourth sentence from the bottom read "inadequate" rather than "adequate".

Chairperson Aborne referred to page 4, fourth paragraph, second sentence and said it should include "public comments show that books are important to the community as well."

She referred to page 5, paragraph three and asked that the last sentence read "usually vacating during the summer months".

Board member Sommer made a motion to approve the February 25, 2015, minutes as revised. Vice Chairperson Wilson seconded the motion, which passed unanimously.

Chairperson Aborne asked if there were any revisions or corrections to the minutes of March 11, 2015.

After some discussion, there was a motion made by Board member Bolognini to table the minutes of March 11, 2015, to the May meeting. Board member Sommer seconded the motion, which passed unanimously.

- III. **Business from the Floor** – Chairperson Aborne announced that Councilmember Turner was in attendance. Councilmember Turner introduced himself and thanked the Chair and Board member Bolognini for the invitation to the meeting. He acknowledged the Board for the dedication and handling of the Foothills Library sale proposal.

He spoke of a proposal to utilize an area located inside the Media Center building to add library services for the citizens residing in the western area of Glendale.

He thanked the Board members for their service and dedication and left.

- IV. **Loyalty Oaths of Office and Library Board Member Recognition**
Chairperson Aborne called for this item. Mr. Beck asked newly appointed Library Advisory Board Chair Wilson and Board Member Collett to take the Loyalty Oath of Office. Board member Collett took the Swearing in Oath. Chief Librarian Beck recognized the two outgoing members Chair Aborne and Board Member Bolognini.

Chairperson Aborne called for a nomination for Vice Chairperson. Board member Wilson nominated Board member Sommer. With no other nominations, Chairperson Aborne called for a motion.

Board member Collett made a motion to nominate Board member Sommer as Vice Chairperson for the Library Advisory Board. Board member Wilson seconded the motion. The motion was approved unanimously. Board member Sommer accepted the position of Vice Chairperson for the Board.

v. **FY2015-2016 Community Services and Library Budget** –
Chairperson Aborne called for an update on this item.

Mr. Strunk presented this item stating that the City of Glendale is currently in the process of reviewing and preparing its FY15-16 operating and capital budgets. The purpose of this item is to provide members of the Board with a brief historical overview of the department's budget, what is planned for the upcoming FY15-16 and how it may result in new community partnering opportunities. Staff presented information specific to the Library and Community Services budget and answered general questions about the budget review process.

Chairperson Aborne stated although there are a variety of ideas to provide library services out west, it appears there is no funding to cover the operating costs.

Vice Chairperson Wilson asked if there was a deadline to use the DIF monies. Mr. Strunk said yes, there is a 10-year timeframe. If the monies were not used, it would be used to pay debt in other areas.

Mr. Strunk explained the library budget would be increasing in FY15-16 due to a number of reasons. One of those reasons would be an increase in employees' salaries of 2.5% annually, an increase in professional development, and internal service fees.

This was for information and discussion only.

vi. **Automated Library Book Dispenser – Heroes Park** – Chairperson Aborne called for this item. Mr. Beck presented information stating that the Library has been researching the feasibility in purchasing an automated library book dispenser to be installed at Heroes Park. The dispenser will be able to provide citizens the ability to reserve, check-in and checkout items, has e-commerce capabilities, etc.

In response to a question from Chairperson Aborne, Mr. Beck said MK Solutions is the manufacturer of the type of dispenser.

Board member Sommer asked who would maintain the machine. Mr. Beck said there would be a service contract and some repairs may be done off-site from the manufacturer's offices.

In response to a concern from Board member Shelly, Mr. Beck said the manufacturer ensured the equipment would survive the Arizona temperature.

This item was for information only and no action was taken.

VII. Chief Librarian Update

Chairperson Aborne called for the Chief Librarian Update. Mr. Beck presented and updated members on current library activities, operations and projects.

- Velma Teague and Main Library Renovations – Mr. Beck said the rooms are currently being painted and the story time room is being renovated. The bathrooms are being brought into conformance with current ADA laws. Mr. Beck said there are seven positions opened in the system, which hopefully will soon be filled.
- National Library Week Update, April 12-18, 2015 – Mr. Beck indicated this would be recognized on April 14, 2015 at 6pm in the Council Chambers. Chairperson Aborne encouraged the Board members to attend and to speak at the meeting.
- Upcoming Programs – Ms. Reed said they are gearing up for the summer reading program.

VIII. Library Advisory Board Comments and Suggestions

Chairperson Aborne called for any comments from the Board members. The Board members thanked the outgoing board members for their service.

Board member Bolognini thanked Mr. Beck and said she appreciated his dedication and interest in the Board.

Vice Chairperson Wilson thanked Chairperson Aborne for her service.

The Board members agreed that some type of recognition event or ceremony such as a ribbon cutting should take place when the newly renovated Velma Teague Library reopens.

Chairperson Aborne expressed her appreciation to all the board members and staff. She said she has enjoyed her years on the Board serving the community.

- IX. **Adjournment** – Chairperson Aborne called for a motion. Board member Bolognini made a motion to adjourn the meeting. Vice Chairperson Wilson seconded the motion, which passed unanimously. With no further business, the meeting adjourned at 8:04pm.

The next regular meeting will be in the Large Meeting Room at the **Main Library** on **Wednesday, May 13, 2015, at 6 PM.**