

**City of Glendale
Library Advisory Board Meeting Minutes
Main Library, Large Meeting Room
5959 W. Brown St.
Glendale Arizona, 85302**

**Wednesday, October 8, 2014
6:00 p.m.**

I. Call to Order – Approximately 6:00PM

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

Karen Reed, Acting Chief Librarian, and Merideth Jenson-Benjamin were present from the City of Glendale.

II. Approval of Minutes – September 10, 2014 – Chairperson Aborne asked if there were any revisions or corrections to the minutes of September 10, 2014.

Board member Shelly referred to page 3, paragraph 3. She asked that “at Velma Teague” be inserted into the sentence so it reads: Chairperson Aborne noted she would like to hold a meeting at Velma Teague once the renovation is completed.

Vice Chairperson Wilson said the first sentence in Section 9 should be removed. Also, in Section 9, paragraph 3 should include “in terms of collection development and book topic requests”.

Chairperson Aborne stated on page 3, item 6, paragraph 7, should read Ms. Benjamin rather than she noting there were two females in this conversation.

Chairperson Aborne called for a motion.

Board member Bolognini made a motion to approve the September 10, 2014 minutes with revisions. Board member Sommers seconded the motion, which passed unanimously.

III. Business from the Floor – Chairperson Aborne called for any Business from the Floor. There was none.

- IV. **Acknowledge of National Friends of Libraries Week** – Chairperson Aborne introduced this topic of National Friends of Libraries Week and asked for suggestions as to how to show appreciation for the Friends of the Glendale Public Library. Chairperson Aborne said Board member Wilson had brought this to her attention.

Vice Chairperson Wilson said Libraries Week is October 19 through the 25th. She would like the Board to recognize Libraries' Week in some way. She also asked that Libraries Week be announced and acknowledged in the minutes. She would like to show her appreciation.

Board member Sommers suggested that an appreciation letter be drafted. Board member Bolognini suggested a bouquet of flowers might be sent to the council members reminding them that Library Week is coming.

Vice Chairperson Wilson suggested that bouquets could be sent on a personal level rather than directly from the Board. Ms. Reed said she would look into this matter and return the information to the Board to see if this would be appropriate.

Chairperson Aborne suggested that a letter be sent to the Friends of the Library acknowledging the Board's gratitude.

Vice Chairperson Wilson stated the City Council should be copied on this letter.

In response to a question from Board member Fallucca, Ms. Reed said the Board members for Gifting for Glendale have not yet been assembled.

Chairperson Aborne asked for a volunteer to draft the appreciation letter. There were none. She volunteered for the assignment and said she would compose the letter and email it to Ms. Reed for finalization.

- V. **Strategic Planning Exercise** – Chairperson Aborne said staff would present information on strategic library planning and lead the Board members through exercises designed to collect feedback for the next Glendale Public Library Strategic Plan.

Ms. Benjamin introduced this item and began with a You tube video of a T.E.D. Talk. This particular T.E.D. Talk focused on business.

She asked each Board member to write down their reason as to why the library is important, why the library exists, etc.

She also distributed more information referred to as “The Present” and “The Future” where she asked Board members to review and make their selections.

She concluded by stating this input would be collected and used to begin the strategic planning process.

This was for information purposes only.

VI. Items of Interest for Future Library Advisory Board Agendas –

Chairperson Aborne asked if Board members had agenda topics for future meetings. There were no ideas or suggestions. Chairperson Aborne then distributed a form she created entitled “L.A.B. Ideas” to each Board member to assist them in noting any ideas they might have in the future.

VII. Acting Chief Librarian Update – Chairperson Aborne called for an

update from Ms. Karen Reed. Ms. Reed provided the Board members with an update on the current library activities, operations, and projects. She included a briefing on the following:

Chief Librarian recruitment – She said the recruitment is continuing and November is the goal to begin reviewing the applications and proceeding forward. The library page position interviews will be conducted on October 9, 2014.

eBook collection Development – Ms. Reed said the LSTA Grant was received and ebooks will be purchased for the youth. Teen ebooks will be purchased next with chapter books, or fiction books, to follow. The total budget was \$17,000.

Board member Bolognini asked if the tablets were in color. It was noted the pictures are in color. She asked if the tablets can be checked out and removed from the libraries. Ms. Reed said no, they must stay in the building.

Ms. Reed also noted Ms. Kristin Fletcher-Spear could present to the Board information about collection development if they wish.

Upcoming Library Programs – Ms. Reed reviewed some of the upcoming programs such as Painted Skulls on October 23, the French Salon at the Main Library will take place on October 25. There will be a book sale from 10am to 4pm at the Foothills Library on October 25 and at the Velma Teague Library on October 27 Things That Go Bump in the Night will be presented. There were just a few of the upcoming events to take place during the month of October.

The Friends of the Library will be providing pizza to the participants of the Zombie LARP activity. In November, a gift cardholder event will be held at Creative Space.

VIII. Library Advisory Board Comments and Suggestions –
Chairperson Aborne asked for comments.

Board member Fallucca noted how important it was to have teen members on the Board. She asked if there was a way to get the word out that teen members are needed. Board member Shelly agreed that aggressive recruitment was needed.

Ms. Reed said she will get in contact with the Boards and Commissions liaison and will also verify the minimum age required to be a volunteer or to be able to participate as a board member.

Chairperson Aborne asked when the sandwich board for advertising Wee Readers was going to arrive.

Board member Sommers noted October is Medical Librarians' Month.

Vice Chairperson Wilson asked if Library staff has any issues that the Board could deal with or find solutions.

Board member Collett distributed historical information to the Board of pictures of non traditional libraries. Board members questioned if these pictures had copyright laws or if they could be reproduced for display in the City's libraries.

Chairperson Aborne said November is National Picture Book Month. She reminded the Board how several council members enjoy reading

to the children at various libraries. She said this would be a future agenda item.

Board member Fallucca asked what was delaying the Gifting for Glendale program. She asked for more information. Ms. Reed said applications are still being gathered and she will have Ms. Michelle Yates provide more details as soon as possible.

- IX. **Adjournment** – Chairperson Aborne called for a motion. Board member Sommers made a motion to adjourn the meeting. Board member Bolognini seconded the motion, which passed unanimously. With no further business, the meeting adjourned at 7:26pm.

The next regular meeting will be in the Large Meeting Room at the **Main Library on Wednesday, November 12, 2014 at 6 PM.**