

**City of Glendale
Library Advisory Board Meeting
Velma Teague Branch Library, Storytime Room
7010 North 58th Avenue
Glendale, Arizona**

**Wednesday, December 11, 2013
6:00pm**

MINUTES

I. Call to Order – Meeting began at approximately 6:05pm.

Roll Call - Board members present were Fallucca, Sommer, MacKay, Wilson, Bolognini, and Shelly, and Chairperson Aborne. Board members Collett and Rada were absent.

City Staff – Ms. Cheryl Kennedy, Mr. Greg Kinder, Velma Teague, Ms. Susan Coronado, Velma Teague Library Supervisor, Vice Mayor Yvonne Knaack (Barrel District), and Executive Director Eric Strunk.

II. Approval of Minutes – November 13, 2013 – Board member Sommer made a motion to approve the minutes as written. Board member Shelly seconded the motion, which passed unanimously.

III. Business from the Floor – There was none.

IV. Velma Teague Customer Service Desk Restructuring – Ms. Cheryl Kennedy introduced Velma Teague Library staff members Mr. Greg Kinder, Administrative Librarian and Ms. Susan Coronado, Library Operations Supervisor. Mr. Kinder and Ms. Coronado provided a tour for the Board members and city staff of the library. Mr. Kinder explained that beginning July 1, 2013, the three libraries are in the process of reorganizing and restructuring the customer service points in order to continue to provide excellent customer service due to the reduction in the staff force. During the tour Mr. Kinder explained the changes that have occurred. This was for informational purposes only and no action was taken.

Chairperson Aborne thanked staff for the tour.

V. Completion of 2013 Goals – Chairperson Aborne stated the Board needed to complete their 2013 goals. She indicated revenue-generating ideas would be discussed and a review of the library's 2013 Annual Report, which will be distributed to the Mayor and Council, would also need to be completed. She asked the Board to share their ideas.

Board member Fallucca suggested a 50/50 raffle, if legal. She also suggested a silent auction with auction items being showcased in one library or maybe a few items showcased in each of the libraries with proceeds from the auction being donated.

Board member MacKay suggested a concert featuring local talent. He suggested local comic artists showcasing and selling their products. He suggested Friends of the Library assist in this endeavor. He also suggested a raffle with one of the prizes possibly being a discount on fees for patrons who have returned books or media late.

Chairperson Aborne stated there was a local artist feature in the newspaper recently and maybe he could be one of the featured artists.

Board member Wilson said the adults and children need to be shown how important it is to read. She recalled a comic book store in the valley that gave free comics away to entice children to read. She suggested gathering corporate sponsors. She thought a corporation could sponsor one activity for the entire year and they would receive recognition for their sponsorship. She also suggested a spiral wishing well be installed at the libraries. These wishing wells are in malls and children could put change into the wishing wells. This would be a way to collect small change.

Board member Bolognini suggested a read-a-thon be held around the time of Library Week. She also suggested asking a local restaurant such as Subway to donate a percentage of their profits during a particular day and time. Last, she suggested babysitting services be provided while offering a dinner and a movie night out. The funds raised from the babysitting services would be donated to the libraries.

Board member Shelly explained that interested parties could register with Fry's Food Stores VIP membership program. This would designate a small percentage of funds to be forwarded to the libraries. She also had the same idea as Board member Bolognini regarding the restaurant donation. Also, she suggested a charge for additional time usage of the computers. Last, she suggested a coffee can where loose change could be donated. She mentioned that this is being done at the Sedona Library.

Chairperson Aborne suggested adopting a modification of a program instituted at The Library of Congress, Junior Fellow Internship Program. She explained it would be a 10-week summer program offering a \$300 a week stipend to graduate and undergraduate students in multiple disciplines. She also suggested proposing to City Council to consider a Development Impact Fee to support library services in western Glendale. After more discussion, it was explained why this would not be a possibility.

Ms. Kennedy stated in order to complete the Library Advisory Board Goals that a Quality of Life Annual Report needed to be sent to the Mayor and Council. She said

rather than displaying an uneventful spreadsheet with data to the Council, staff has created a report with the use of the Prezi program to display the data of July 1, 2012 through June 30, 2013. She showed the Prezi to the Board for their review and comment.

Board member Sommer made a motion to forward the Annual Report to the City Council. Board member Bolognini seconded the motion, which was approved unanimously.

- VI. **Library Advisory Board Retreat and 2014-2015 Action Plan** – Ms. Kennedy stated she would like to have a Board retreat. She said this will allow ample time for the Board to compile an Action Plan. In addition, Ms. Kennedy asked if the Board would like to move to a fiscal year rather than a calendar year. The City Council operates on a fiscal year and the Board mimicking this would be the best approach.

The Board discusses possible dates for a retreat.

Board member Bolognini motioned the Board hold a retreat pending a date provided by staff. Board member Shelly seconded the motion, which passed unanimously.

- VII. **Library Director Update** – Ms. Kennedy reminded the Board that some city offices, the libraries included, would be closed from Monday, December 23 through Friday, December 27. She stated Hunger Games Monopoly was received well. This event took place on Monday, November 18 at the Main Library. She reviewed the events remaining in December and added the January/February calendar is not yet available.

- VIII. **Library Advisory Board Comments and Suggestions** – Board member Fallucca thanked the staff for going above and beyond to provide excellent information to the Board. She wanted to thank the volunteers as well who provide so much to the patrons of the libraries.

Board members Sommer and Mackay thanked staff as well.

Board member Bolognini echoed Board member Fallucca's comments and added the volunteers especially at Velma Teague Library are very friendly, personable, and extremely helpful.

Board member Shelly distributed information regarding Library Advocacy Unshushed. This is a course on how to be a powerful advocate for the values and future of libraries and librarianship.

Chairperson Aborne stated she spotted advertisement regarding Wee Readers at Westgate. She said the A Frame advertisement sign has been constructed "Have you

Heard, First and Third". She stated the sign has been placed in front of Gallery Glendale and is being noticed.

Vice Mayor Knaack mentioned she was a member of the Kiwanis Club and noted some of the activities they sponsor. She noted on Saturday, December 14, the members would be at Kmart at 67th Avenue and Bell Road collecting for the Donate a Toy Event. She also thanked Board member Shelly for extending the invitation to this meeting.

IX. Adjournment – With no further business, Board member Fallucca made a motion to adjourn. Board member Bolognini seconded the motion. The meeting adjourned at 7:54pm.

The next regular meeting will take place in the Hummingbird Room at the Foothills Branch Library on Wednesday, January 8, 2014, at 6pm.