

Meeting Minutes

Library Board Regular Meeting

September 21, 2021 | 6:30 p.m.
Copper Conference Room 254
22 S. Delaware St., Chandler, AZ



Call to Order

The meeting was called to order by Chairman Davis at 6:30 p.m.

Roll Call

Commission Attendance

Chairman Shanesha Davis
Commissioner Maria Munoz
Commissioner Michael McElhany
Commissioner Arman Sidhu
Commissioner Elizabeth (Beth) Brizel (virtual)

Staff Attendance

Rachelle Kuzyk, Library Manager
Courtney Allen, Management Assistant

Absent

Commissioner Karla Palafox- excused
Commissioner Roman Orona - excused

Scheduled and Unscheduled Public Appearances

None

Briefing

1. Chandler Mayor Hartke – National Library Month / Strategic Framework
Mayor Hartke presented the Mayor and Council Strategic Framework pamphlet. Commissioner McElhany asked Mayor Hartke if he has any areas he would like the Library Board to focus on regarding the Innovation & Technology portion of the Strategic Framework, possibly using the Library's Technology and Makery resources to leverage partnerships and alternative funding sources. Mayor Hartke responded stating he would like to see the library continue making materials available to people regardless of where they live and continuing having a robust online availability of offerings. The Mayor also suggested the Library work with Intel, Bank of America or

Wells Fargo and their super volunteer program. These large corporations want to give back to their communities and are very fond of their employees volunteering.

Commissioner Brizel asked Mayor Hartke where in the process is the Nondiscrimination Ordinance survey. Mayor Hartke responded stating it is not as much of a survey as it is an outside consultant coming in to look at the City processes and hold a number of neighborhood meetings, or meet with other parties or city employees, and then make recommendations based on the information received. The Mayor says it is in process but he does not believe a consultant has been hired yet. This is with the City Manager at this point.

2. Library Manager's Report

The Library Manager's Report was provided to the Library Board in advance of the meeting for the Board Members review. Chairman Davis asked if the Sunset library staff has been reassigned to other branches during the Sunset closure. Rachelle informed the Board that effective yesterday, Monday, September 20, Sunset has opened for holds pick-up and book drop and many Sunset staff are back in the branches. As the repairs continues in phases, staff may be able to safely access additional areas.

Commissioner Munoz asked what the projected time of completion for repairs to Sunset is. Rachelle stated the projected time frame is four months.

Commissioner Brizel asked if there is still a plan to select a park and what type of park for the permanent StoryWalk. Rachelle responded stating the original intent was for the StoryWalk to be at Sunset relatively quickly, but due to the building damage it is on hold. There is an established StoryWalk at Veterans Oasis Park and with the help of grant funds, there will be a mobile StoryWalk to be used for outreach events. Rachelle also informed the Board there will be work to the embankment at Sunset Park to improve safety and ADA compliance.

Commissioner Sidhu asked if the fine free proposal will make an appearance again in this new strategic plan. Rachelle responded stating she does see value in going fine free and many other valley libraries have moved forward with fine free. Rachelle will discuss with City leadership in the upcoming budget process. The library will be doing a sort of test run for fine free during the holiday season called Food for Fines. If patrons bring in overdue books along with non-perishable food items for the library to donate to AZSCEND, their fines will be waived. If we can gather data from this, we will be able to show the community finds value in it.

3. Library Strategic Plan / Tactical Action Plan Update

The Strategic Plan was provided to the Library Board in advance of the meeting for the Board Members review. Rachelle briefed the Board on the background of the Library strategic plan. Library leadership hired a consultant in Fall, 2020 to gather and discuss what is important to the library and what does the library mean to the community. The library has not had a strategic plan in a very long time so this plan is intended to focus library administration to come at library services from a cohesive and strategic standpoint. We know there are no new libraries coming in this capital / bond cycle, but now that we have a strategic plan, we may be able to put together a master plan in the coming years where we can identify a need in the community for future libraries or multi-purpose facilities.

Commissioner McElhany inquired on the tactical action plans in relation to the strategic plan. Rachelle responded stating each branch will be submitting their branch level reports soon. There is an administration plan with leadership teams plan that is mostly ready, but Rachelle wants the branches input on what they will be doing at their locations. Once Rachelle receives the branches plans, she will compile into an overall action plan. Rachelle expects she will have everything compiled for the November meeting.

Rachelle asked the Board if they would be interested in the template to add their ideas for an action plan.

Discussion

1. Hot Spots – Chairman Davis

Commissioner Davis inquired if the library offers hotspots to patrons. Rachelle responded that with the federal governments cares funding, the library received a grant in the amount of \$10,256.72 for the purchase of 28 hotspots with a one-year unlimited data plan. The purchase has been approved and is in process.

2. Laptop Loaners – Chairman Davis

Commissioner Davis inquired if the library offers laptops to patrons. Rachelle responded that we do not have any laptop loaners. It is something we can consider, but the hotspots is a good first start. Rachelle will bring the idea to leadership team and IT to consider the implications.

3. Online Tutoring – Chairman Davis

Commissioner Davis inquired if the library offers online tutoring. Rachelle responded yes, our online and in-person tutoring is back up and running. Commissioner Sidhu inquired if it is an outside vendor or internal staff that provides the tutoring. Rachelle responded that the tutors are library volunteers.

4. Children's Section Organization – Commissioner Munoz

Commissioner Munoz inquired how the children's books are organized, by author or topic. Rachelle responded that the library organizes the non-fiction books by the Dewey Decimal system. If there is a fictional book, they are organized by author. There are always staff at the desk that can help a patron locate a book or subject.

5. Ordering New Books – Commissioner Munoz

Commissioner Munoz inquired how often the library updates their collection. Rachelle responded that the library has a healthy collection budget each year, so the collection is definitely being updated.. The library weeds out old / damaged books in order to accommodate new books. Rachelle will ask Marybeth for statistics on the collection. Commissioner Munoz also asked about the audio book collection and why there is nothing new. Rachelle informed the board there are formats that publishers stop using. Commissioner Sidhu suggested supplementing the audio

book format with new eResources, to which Rachelle responded stating that the library does offer the eResources on the library website.

Member Comments/Announcements

Elizabeth Brizel commented that she was unaware the Sunset Library reopened yesterday. Rachelle Kuzyk said she has an interview with the Arizona Republic tomorrow to get the Sunset holds pick-up opening information out to the public. Rachelle will also be visiting the Sunset Library tomorrow and will make sure the closure signage is no longer up.

Calendar

1. The next regular meeting will be held on Tuesday, November 16, 2021, at 6:30 p.m., in the Copper Conference Room 254, 22 S. Delaware St.
2. The next Friends of the Library Board meeting will be held on Tuesday, October 12, 2021, at 6:30 p.m., in the Copper Conference Room 254, 22 S. Delaware St.

Adjourn

The meeting was adjourned at 7:29 p.m.

Rachelle Kuzyk, Board Liaison

Shanesha Davis, Chairman