

# Meeting Minutes

## Library Board Regular Meeting

March 21, 2023 | 6:30 p.m.

Sunset Library Program Room

4930 W. Ray Rd. Dr. Chandler, AZ 85226



### Call to Order

The meeting was called to order by Board President Beth Brizel at 6:30p.m.

### Roll Call

#### Commission Attendance

Board President Beth Brizel – Present  
Board member Bob Lowry - Present  
Board member Michael McElhany – Present  
Board member Arman Sidhu - Present  
Board member Maria Munoz – Present  
Board member Alexis Merritt - Present  
Board member Karla Palafox – Present

#### Staff Attendance

Rachelle Kuzyk, Library Manager  
Courtney Allen, Management Assistant  
Debe Moreno, Sunset Branch Manager

### Scheduled and Unscheduled Public Appearances

None

### Consent Agenda

1. January 17, 2023 Library Board Meeting Minutes

Motion to approve the minutes was made by Board member Munoz, Board member Lowry seconded. Motion passed 7-0.

### Action Agenda

1. Reciprocal Plus Maricopa County - Rachelle Kuzyk

The information provided is preliminary and not close to finalization and there is not yet a formal name for the program. Rachelle Kuzyk informed the Board that Maricopa County Library District (MCLD) has been researching ways to make resource sharing throughout the valley easier than the current process. The program would allow patrons to place a hold at one Maricopa County

Library for an item that another Maricopa County Library has, without being a cardholder at the originating Maricopa County Library. MCLD will fund the cost of the courier, the only cost incurred to a patron will be a \$20 flat fee as a replacement cost if the item is lost. The reason for this being an action item is to allow Chandler Library to inform MCLD we are interested in participating in the program. If there are enough libraries within MCLD interested in participating in the program, they can move further along in the process. If this motion passes, there is no obligation, this is only to approve the idea knowing more information is forthcoming.

Board member Merritt inquired if the \$20 fee will be for all books, no matter the owning library. Rachelle responded that the \$20 will be paid to the library who owns the book and lent it out, regardless of the value in the collection. Board member Merritt also inquired if this will be difficult for patrons to understand which library owns the book. Rachelle responded that the system in place will deliver the book back to its home library, so the patron would not even know where the book belongs.

Board member McElhany inquired if this is both print and digital material. Rachelle responded that this is only for print materials. Rachelle also stated that the library will reserve the right to not include certain materials. It is the owning library's discretionary judgement as to what material they will allow to participate in the program.

Board member Lowry inquired as to what this will do for our automatic renewal system. Rachelle stated that is still up for discussion.

Board member Palafox inquired if patrons would need to get a library card from the library they will be receiving the book from. Rachelle responded that patrons do not need to get another library card, the system will deliver the book for you to pick up at your library. Board member Palafox also inquired on other libraries fine free status. Rachelle responded that most neighboring libraries are fine free, while the ones that are not are in the process of becoming fine free.

Board member Palafox asked about the timeline for the program. Rachelle informed the board that unless anyone comes back with disapproval from their authorizing board, they will try to move forward with some publicity by August 1, 2023. There are still a lot of pieces that need to fall into place.

Motion to approve the Reciprocal Plus program (name pending) was made by Board member McElhany, Board member Palafox seconded. Board members Munoz and Sidhu abstained.

Motion passed 5-0.

## **Briefing**

### **1. Library Manager's Report – Rachelle Kuzyk**

The Library Manager's Report was provided to the Library Board in advance of the meeting for Board member's review.

Board member Brizel inquired on the Cloud library renewal numbers. Is it normal for the numbers to go down from January to February? Rachelle will ask Charles Jean if there are any trends and report back, but it may just be due to February being a shorter month. Board member Brizel also inquired if the In & Out reding program is for all of the In & Out's or only Chandler. Rachelle responded that the program certificates are good at all of the In & Out's.

Board member Brizel inquired if the library partners with the Chandler Chamber regarding the Diversity, Equity, and Inclusion (DEI) programs. Rachelle responded that the library works with the City's DEI department, who has a representative on the Chandler Chamber. Rachelle will reach out to the Chandler Chamber.

## **Discussion**

1. Board member Sidhu would like to know more about how program feedback data is collected, compiled, and/or reported.

Board member Sidhu attended the Water program at the Basha library and noticed they passed out surveys at the end of the program. He is wondering if library programs do the same to gather feedback. Rachelle responded that programmers and supervisors collect feedback from patrons, but we recognize that the library needs something more automated and electronic. Library IT is already working with Bibliocommons to update their modules to include an events calendar and data collection. Right now, the programmers enter the program statistics in Smart Sheet, which is where the Library Program Coordinator pulls the statistics found in the managers' report.

2. Board member Sidhu would like information about how the board should go about identifying and communicating potential grant opportunities to library staff.

Board member Sidhu is curious how much capacity the board has for researching or applying for grants they may find.

Rachelle responded that any grant opportunities the board finds for the library can be emailed to Rachelle and she will find the best library staff to research and apply for the grant. Board member Lowry is also on the Friends board so any potential grant information can be communicated to him for the Friends consideration. All AZ State Library grants must be applied for by the library receiving the funds so the Friends could not apply for those grants. There are certain grants that a governmental body cannot apply for, which is where the Friends could potentially apply for to help support the library. The Friends do not have the means to search for grant opportunities, but library staff and Friends Liaison Tara Anglin can research opportunities and bring to the Friends.

2. Board member McElhany would like to raise awareness of the activities that the Domestic Violence Commission (DVC) is pursuing in partnership with the Hamilton Library and include a discussion of interest in a crossover meeting opportunity between the Library Board and the DVC.

Board member McElhany was invited to attend the DVC meeting in February 2023. In the meeting, a tabling event the DVC held at Hamilton High School was discussed. Board member McElhany is curious how the Library Board and the DVC can have an interaction or cross pollination for awareness of the activities that are happening so the libraries can be involved in future events. Board member Brizel stated that she would like to see these DVC tabling events held at all libraries, not just libraries with a shared school. Rachelle stated that Amy Rodrock,

Hamilton Library Specialist, has reached out to Katie Cain, Victim Services Senior Program Manager. Katie and Amy will be meeting to discuss potential partnership opportunities.

4. Board member Merritt would like to discuss the pigeon waste problem under the solar panels in the Downtown Chandler Library parking lot.

Rachelle gave the board an update from Mike Hollingsworth, Facilities and Fleet Manager. City staff will perform more frequent power washing to clean up after the pigeons. Unfortunately, pigeon control is an ongoing battle and Mike will see what additional control measures they can put into place. Mike has started obtaining quotes for netting. Rachell will revisit at the next library board meeting.

5. Board member Merritt would like to propose a night of mingle and exploration of the new board game collection and cafe before it is open to the public.

Board member Merritt is hoping the board members, Friends of the Library, and library staff can meet each other and try out games in the café before it opens to the public. This event will provide everyone with enough information that they can be spokespeople for the games and have experience with them so they can be a resource to answer questions from patrons. Rachelle stated that the café's intended opening date is April 3. The grand opening with dignitaries with promotion will be held April 27 from 3-5pm. The board would like to hold the event before the café opens, so they decided on Saturday, April 1 from 5-7pm.

## **Member Comments / Announcements**

1. Board member Lowry encouraged the board to use the Press Reader subscription the Friends pay for annually. He also informed the board the upcoming Friends meeting on April 11 will be an important one, as they will be reviewing the funding requests from the library.

## **Calendar**

1. The next regular meeting will be held on Tuesday, May 16, 2023 at 6:30 p.m., in the Downtown Library Copper Conference Room 254, 22 S. Delaware St. Chandler, AZ 85225.

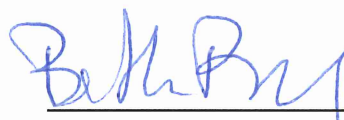
2. The next Friends of the Library Board meeting will be held on Tuesday, April 11, 2023 at 1:00 p.m., in the Downtown Library Copper Conference Room 254, 22 S. Delaware St. 85225.

## **Adjourn**

Motion to adjourn made by Board member Munoz, Board member Lowry seconded. Motion passed. The meeting was adjourned at 7:25 p.m.



Courtney Allen, Board Liaison



Beth Brizel, Board President