

Library Board Regular Meeting

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

Sunset Library Monsoon Room
4930 W. Ray Rd., Chandler, AZ 85226



Board Members

Karla Palafox
Maria Munoz
Michael McElhany
Elizabeth Brizel
Arman Sidhu
Robert Lowry
Alexis Merritt

Pursuant to Resolution No. 4464 of the City of Chandler and to A.R.S. § 38-431.02, notice is hereby given to the members of the Library Board and to the general public that the Library Board will hold a REGULAR MEETING open to the public on Tuesday, March 21, 2023, at 6:30 p.m., at Sunset Library Monsoon Room 4930 W. Ray Rd. Chandler, AZ 85226. One or more Board Members may be attending by telephone.

Persons with disabilities may request a reasonable modification or communication aids and services by contacting the City Clerk's office at (480) 782-2181(711 via AZRS). Please make requests in advance as it affords the City time to accommodate the request.

Agendas are available in the Office of the City Clerk, 175 S. Arizona Avenue.

Library Board

Regular Meeting Agenda - March 21, 2023

Call to Order/Roll Call

Scheduled/Unscheduled Public Appearances

Members of the audience may address any item not on the agenda. State Statute prohibits the Board or Commission from discussing an item that is not on the agenda, but the Board or Commission does listen to your concerns and has staff follow up on any questions you raise.

Consent Agenda

Items listed on the Consent Agenda may be enacted by one motion and one vote. If a discussion is required by members of the Board or Commission, the item will be removed from the Consent Agenda for discussion and determination will be made if the item will be considered separately.

1. **January 17, 2023 Library Board Minutes**

Move Library Board to approve the minutes of the January 17, 2023 Library Board meeting.

Action Agenda

2. Reciprocal Plus Maricopa County - Rachelle Kuzyk

Briefing

3. **Library Manager's Report**

Discussion

4. Board member Sidhu would like to know more about how program feedback data is collected, compiled, and/or reported.
5. Board member Sidhu would like information about how the board should go about identifying and communicating potential grant opportunities to library staff.
6. 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.

7. Board member Merritt would like to discuss the pigeon waste problem under the solar panels in the Downtown Chandler Library parking lot.
8. 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.

Member Comments/Announcements

Calendar

9. The next Library Board meeting will be held Tuesday, May 16, 2023 at 6:30 p.m. at the Downtown Chandler Public Library, 22 S. Delaware St. Chandler, AZ 85225
10. The next Friends of the Library Board meeting will be held Tuesday, April 11, 2023 at 1:00 p.m. at the Downtown Chandler Public Library.

Information Items

Adjourn



Library Board Community Services

Date: 03/21/2023
To: Library Board
From: Courtney Allen, Management Assistant
Subject: Library Board Minutes

Subject:

Library Board Minutes

Agenda Item Title:

January 17, 2023 Library Board Minutes

Proposed Motion:

Move Library Board to approve the minutes of the January 17, 2023 Library Board meeting.

Attachments

Library Board Minutes 1/17/2023

Meeting Minutes

Library Board Regular Meeting

January 17, 2023 | 6:30 p.m.

Hamilton Library Program Room

3700 S. Arizona Ave. Dr. Chandler, AZ 85248



Call to Order

The meeting was called to order by Board President Beth Brizel at 6:31p.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 – Not Present

Staff Attendance

Rachelle Kuzyk, Library Manager
Courtney Allen, Management Assistant

Scheduled and Unscheduled Public Appearances

None

Consent Agenda

1. November 15, 2022 Library Board Meeting Minutes

Motion to approve the minutes was made by Board member Sidhu, Board member Munoz seconded. 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 Munoz inquired on the Reforma grant. Courtney informed the board that approximately \$150 of the \$300 grant was spent on supplies and the remaining \$150 will be paid to the presenter.

Board member Munoz also inquired if the library is fully staffed. Rachelle responded that there is only one Librarian position and a temporary Pages vacancy. The library is nearly full staffed. Board member Brizel inquired if the doors will be restricted at Basha as they are now at Hamilton. Rachelle responded that the Basha Library doors are already restricted and do not connect with the school.

Board member Brizel commented on how great the new Sunset teen space will be for the nearby Corona High School kids.

Board member Merritt inquired on the upcoming LibCon program. Rachelle informed the Board the program used to be a weekend event, but the new format will be spread out to run the entire month of March. The event is similar to Comicon. The programs offered will be a combination of LibCon, ComiCon, and PopCon events. Board member Merritt inquired if the programs are only for teens. Rachelle responded that there will be programs for all ages and families.

Board member Brizel commented on how great the tax preparation options are for the community. Tax assistance is offered at the Downtown, Hamilton, and Sunset Libraries by AARP and VITA.

Board member Munoz requested a calendar of upcoming events so Board members can attend. A list of programs was provided. Rachelle mentioned Paul Smith is adding an online calendar view opposed to a list.

Board member McElhany inquired if there have been any surprises or complaints regarding the auto renewals. Are there things we have found that need to be done differently now that it's been done for several months? Is everything working well and as expected? Rachelle referred to the collection statistics in the managers report. The auto renewals were broken out, and the numbers are what we expected because there would be an automatic boost to the circulation numbers. There have been no documented patron complaints on the process. Rachelle has not seen or heard anything that she is concerned about.

Rachelle updated the Board on the book vending machine at the new Sunset patio. There will be a small browsing collection in the machine as well as a holds pickup location. Board member inquired how many books will the machine hold. Rachelle responded that the machine will hold approximately 400 books. This will be the first in Arizona for Chandler Library to pilot and show we are innovative in new ways to provide services.

Board member Lowry informed the Board the purchase of a new storage container at Sunset has been approved by the Friends Board. A Friends board member attended a Superhero Saturday convention and made \$300 in used book sales. The Friends received a \$10,000 donation. Board member Lowry thanked Board member Merritt and Rachelle for the opportunity for the Friends to support the board game café with a \$2,500 donation for the purchase of games.

Discussion

1. Follow-up to Board Member Merritt's Playscape and Strategy Board game ideas.

Board member Merritt spoke with Jeremy at Recreation Games and he is willing match Amazon prices if we are willing to place a sign with the company name or mention the store. Alexis has a list of games to spend the Friends \$2,500 donation on and inquired if the library is tax exempt. Courtney informed the Board the library is not tax exempt. Board member Brizel suggested marketing and getting an article in local newspapers. Rachelle stated Community Services has a marketing division as well as the City's Communication and Public Affairs (CAPA) department that does all of our marketing. Rachelle will get with them to invite media once we are closer to having visuals of the café. Board member Merritt also inquired if there can be a landing page on the library's website for the board game café. Rachelle asked Alexis to follow-up with her next week regarding the website and landing page. The Board also requested the marketing team to come up with a Board Game Café coming soon. Rachelle will get with Marketing for that as well. Board members Merritt, Sidhu, and Rachelle will work on a list of café names.

Board member Merritt also inquired about the Playscape idea. Rachelle responded that we will tackle the board game first. The Playscape is much more involved and will require other departments, funding, and external consultants.

Calendar

1. The next regular meeting will be held on Tuesday, March 21, 2023 at 6:30 p.m., in the Sunset Library Monsoon Room, 4930 W. Ray Rd. Chandler, AZ 85226.
2. The next Friends of the Library Board meeting will be held on Tuesday, February 14, 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 7:06 p.m.

Courtney Allen, Board Liaison

Beth Brizel, Board President



Library Board Community Services

Date: 03/21/2023
To: Library Board
From: Courtney Allen, Management Assistant
Subject: **Library Manager's Report**

Overview

Welcome to spring! We have so many wonderful things happening at the library right now. Sue Van Horne, Tara Anglin and I have been steering the game space creation with intent of a soft opening by the end of March. Many thanks to Alexis Merritt for her contributions to this project. She successfully advocated for CPL with game producers/publishers which resulted in dozens of free games for the Library, and she also coordinated a group of volunteers to help unpack and organize approximately 130 games on Friday, March 3rd after the library closes for the day. In combination with the games purchased with Friends' funding, we have an amazing game selection that is already capturing the interest of library visitors and staff. We are working with Community Services marketing to get signage and promotional messaging ready.

The outdoor library space at Sunset is the second significant project underway. We are excitedly waiting for the material vending machine, shade sails and water fountain to be installed and have reached the point where we can consider the StoryWalk in the park as well as interactive play pieces.

Chandler Public Library is a new Citizen Science partner site. Information about this organization and the program can be found here <https://scistarter.org/library-about> . Each of our four branches will receive 2 CO2 testing kits that patrons can borrow to test the air quality as they go about their daily activities. The data collected is included in science research.

Branch Updates

Basha Branch

- Reworked floor layout to make it more accommodating for teen patrons / adult patrons visiting afterschool.
- Writer in Residence with author Deena Remiel is going well.
 - 1-on-1 appointments being utilized.
 - Writing workshops can be hit or miss based on the area of instruction.
 - Deena is awesome. Super passionate, accommodating and easy going!
 - Sharon Skinner will be serving as our Writer in Residence starting in May.
- Blind Date with a Book was a smashing success with the teens after school. Another is planned in the coming months.
- Build It! is well-loved by the school-aged kids using Legos, Snap Circuits, Wooden Blocks, etc.
- Successful Water Conservation Family Storytime @ Night
- Seeds of Knowledge Pre-School Outreach (4 visits. 25 kids/classroom)
- Basha Spanish class collaborations.
 - Research different Afro-Latino people in history.
 - Used library databases (Biography in Context, Britannica Library, etc.)
 - Taught how to use non-library resources when academic databases don't have everything you need.
- Zuill Bailey was unfortunately canceled via Mesa Center of the Arts.

Downtown Branch

- The café has a name: Book and Board Library Lounge. Equipment has arrived. Health inspection application is being processed.
- We've had a huge response from our Love Your Library campaign. Lots of hearts given.
- The public elevator is scheduled for inspection on 3/6. Hopefully that means it will open on Monday.
- David MacKay has resigned his position as the Maker Space Librarian.
- We will be conducting interviews for Pages and Technology Clerks.

Outreach

- The library gave away books at the Multicultural Festival.
- The Chandler Innovation Fair was a huge success. People were excited to see our 3D printer, demonstrate our Ozobots and our Oculus Virtual Reality headset. The outreach team built a shape sorter using the Makery's Glowforge and printed the shapes using the 3D printer.
- We have been doing a lot of school outreach. After a visit to Bogle Jr High, a teacher wrote a note to say that a reluctant reader discovered reading because of our outreach.

Hamilton Branch

- We recently added soft seating and lighting on the public floor, creating three new reading/conversation areas.
- CUSD removed the library's original outside book drop and installed a brand-new one. We're thrilled with the new one!
- Hamilton is hosting VITA every Thursday and Friday through April. To date, they have provided free tax prep to 77 patrons.
- Staff continue to make collaborative connections with Hamilton High teachers and club sponsors. The most recent partnership produced a Lunar New Year program with more than 200 patrons in attendance.

Sunset Branch

- We recently created a teen space and shifted the collection to bring the YA and YA Graphic Novels closer to that area. We are working on a sign and new furniture, but teens have already discovered and started using the space.
- February was very busy as we are hosting VITA every Monday and Tuesday morning, collected more than 20 dresses for the Prom Dress Drive, received nearly 500 Love Your Library hearts on our display wall, and hosted a Friends of Chandler Public Library Media Sale-all at the same time!
- One of our Greeters has left to pursue full-time employment. We hope to fill the position by the end of March.
- The new patio fence and water fountain were installed. We will soon see new benches and a shade sail. We are already planning programs on the new patio for May.
- We have received new cabinets and equipment for our Learning Lab. The space is becoming more flexible for programming as we can now roll equipment like the 3D printer, Cricut Maker, and Sewing/Embroidery machine into the space to accommodate everything from STEAM Club to Cactus Stitchers to Family Maker Day and more.

Collections and Statistics

Active Cardholders

		Increase / Month	Increase / Calendar Year
Monday, January 2, 2023	64,082	.56%	N/A
Wednesday, February 1, 2023	65,336	2.0%	2.0%
Wednesday, March 1, 2023	66,070	1.10%	3.10%

Physical Item Circulation

January 2023	108,335
February 2023	98,755

Cloud Library Checkouts

January 2023	22,130
February 2023	19,727

Auto-renewals (started August 10, 2022)

January 2023	47,498
February 2023	44,040

Programming

January-February Highlights

- In January we participated in Chandler's Celebration of Unity. Nine programs were held for various ages, covering such topics as Civil Rights, multicultural fashion, and the Lunar New Year. Over 600 people engaged in these programs.
- In February, we highlighted STEAM and Makery programs. Hamilton ran a month of STEAM programs, Downtown set out STEAM Stations after storytimes, and Basha focused on water and conservation in teen programs, Family Fun Night, and Travel Thursdays. Sunset also featured water conservation in STEAM Club and STEAM Jr programs. The Downtown Makery held a VR program, a glowforge laser cutter demonstration, and a Makery open house during the Chandler Innovation Fair. The Library also set up a booth at the Fair, reaching 750 people during the event.
- In February, the Writers in Residence series began at Basha. During this residency, which runs through April, the author, Deena Remiel, is offering writing programs and meets privately with local writers to offer guidance. Writers workshops and one on one consultation sessions are in the calendar.
- In addition, free tax help sessions began in February in partnership with volunteers from VITA and AARP, held at Downtown, Sunset and Hamilton libraries.

Upcoming Library Programs March-May

- Chandler Public Library's LibCon runs all March, featuring fun events that brings together fans and creators, old and young, in celebrating the importance of pop culture stories that connect us all. LibCon began in 2011 as a one day pop culture convention for teens. This year we are trying something new! LibCon will span the entire month, featuring free programs at all four Chandler libraries, for all age groups! Fans of K-Pop, Manga, Marvel, DC, Sci-Fi, cosplay creation, games, fantastical storytimes, princesses and fantasy, and more, will enjoy these programs. You can view the range of programs available at chandlerlibrary.org/libcon.

- The Cover to Cover In-N-Out Burger Spring Reading Program runs March 4-April 15. The program is for kids ages 4 - 12 years old, who can earn In-N-Out Burgers for reading books! For every five books read, the child will receive a Cover to Cover Club Achievement Award good for a free Hamburger or Cheeseburger. Each child may earn up to three awards during the program. Awards are available while supplies last.
- In April, we are highlighting Earth Day and sustainability programs. We will promote the City's Water Wise Workshops at the libraries, the Beanstack Earth Day Reading Challenge, the Neighborhood Seed Swap at Sunset, as well as a systemwide Seed Bomb Grab & Go Activity Kit. Some of our STEAM Club, STEAM Jr programs and storytimes will focus on Earth Day, environmental awareness, and sustainability.
- In May, our weekly storytimes and STEAM programs take a break as programmers prepare for Summer Reading Challenge planning, and assist with outreach (especially to schools) to drum up interest in the Challenge. We are looking at a partnership with Chandler's Diversity, Equity and Inclusion Division for a special storytime series honoring Asian American and Pacific Islander Heritage month.

Find out more about upcoming programs on our event calendar at chandlerlibrary.org, and subscribe to our e-newsletter.

Information Technology

- Audio / video upgrades were completed in the Downtown Copper Rooms. Improvements include audio quality and volume levels, easier to use touch panels, a large TV was added in Copper North to replace the damaged projector screen, and a new hearing assist system was installed.
- The AutoLend 24/7 book vending machine is scheduled to be delivered and installed for Sunset's new patio area in early April.

Friends of the Chandler Library

- During 2022, 506 volunteers contributed 16,062 hours of time to the Library.
- A new storage unit was delivered to Sunset Library.
- Teen Advisory Group and FOL hosted a drive thru book drive at all four locations on February 4. Approximately 3,000 books were collected.
- Love Your Library campaign hosted in all four library locations.
- Friends of Chandler Public Library is partnering with the Library to launch the new Board Game Cafe at the Downtown Library.
- March book sales include a Clearance Sale and a Children's Book Sale.

Attachments

Water Conservation Storytime

Travel Thursday

Sci Fair

Build It





