

Library Board Regular Meeting

May 16, 2023 | 6:30 p.m.

Downtown Library
Copper Conference Room 254
22 S. Delaware St., Chandler AZ



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, May 16, 2023, at 6:30 p.m., at the Downtown Library Copper Conference Room 254 22 S. Delaware Street, Chandler, AZ. 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 - May 16, 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. March 21, 2023 Library Board Minutes
Move Library Board to approve the minutes of the March 21, 2023 Library Board meeting.

Briefing

2. **Library Manager's Report**
3. e-Resource presentation; Press Reader by Ted Liebler, Librarian

Discussion

4. Board member Lowry would like Library Manager Rachelle Kuzyk to inform the Board members' of what their reaction should be when a member of the public addresses the board during a meeting.
5. Board member Munoz would like to know what the process is when a large amount of books are donated.

Member Comments/Announcements

6. Board member Palafox would like to thank Lindsay Atwood from the Downtown Library for going to Hartford Elementary for their Dia de los Niños event. She spoke with families, made library cards, and gave out books.
Board member Palafox also thanks Charles Pratt from the Basha Library for working with the Spanish Department at Basha High School. Charles has helped the department with lessons this school year, and we are so grateful for his ideas, patience and flexibility. It is wonderful to see how the library has worked with our schools, and I look forward to seeing more of it next year. Thank you!!

Calendar

7. The next Library Board meeting will be held Tuesday, September 19, 2023 at 6:30 p.m. at the Basha Library, 5990 S. Val Vista Dr. Chandler, AZ 85249.
8. The next Friends of the Library Board meeting will be held Tuesday, June 13, 2023 at 1:00 p.m. at the Downtown Chandler Public Library, 22 S. Delaware St. Chandler, AZ 85225.

Information Items

Adjourn



Library Board Community Services

Date: 05/16/2023
To: Library Board
From: Courtney Allen, Management Assistant
Subject: Library Board Minutes

Subject:

Library Board Minutes

Agenda Item Title:

March 21, 2023 Library Board Minutes

Proposed Motion:

Move Library Board to approve the minutes of the March 21, 2023 Library Board meeting.

Attachments

Library Board Minutes 3/21/2023

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



Library Board Community Services

Date: 05/16/2023
To: Library Board
From: Courtney Allen, Management Assistant
Subject: **Library Manager's Report**

Overview

Summer is upon us, and with it, the annual Summer Reading Challenge. The event calendar on www.chandlerlibrary.org has a full list of programs to keep the community busy all summer long. Remember, readers of all ages can participate and win prizes!

The Book and Board Library Lounge had an incredibly successful grand opening on April 27th, paired with the official dedication of a new piece of public art in the Downtown Library. Thanks so much to those of you who were able to attend, and a special thank you to Alexis Merritt for her passion for the game lounge/café. We've received great positive feedback on both the café and the artwork.

The Anytime Library vending machine was delivered to the Sunset Library on May 3rd. We've completed the early installation processes with testing to follow. Our expectation is that the machine will be available for public access no later than June 1st.

Sunset Library staff also learned today that a grant for an expanded StoryWalk program was approved by the State Library. CPL will be receiving nearly \$10,000 to create an additional StoryWalk at Sunset Park, and to print additional stories for existing locations.

Finally, this May meeting will be the last one before our Assistant Library Manager, Kris Sherman, retires after many years of service to librarianship across Arizona. We were fortunate to have her for 18 of those years. Best wishes to Kris and her husband Pat as they begin this wonderful new chapter in life.

Branch Updates

Basha Branch

- The first session of Writer-in-Residence has wrapped. Author Deena Remiel had a lot of nice things to say about Chandler Public Library. We're now gearing up for our second writer, Sharon Skinner, for our summer session of Writer-in-Residence.
 - Librarian Kat Silva did a wonderful job coordinating this grant-funded program via the Arizona State Library.
- We are currently assisting Basha High School by hosting counselors from a local psychiatry clinic, Lighthouse Psychiatry, to assist students who are struggling with mental health issues.
- Our Earth Day family storytime was a success.
- Instructional Specialist Charles Pratt continues to partner with various classes at Basha High School. He teaches databases, promotes library materials and assists with classroom instruction.
 - Our numbers are up considerably with our classroom visits. Partially because we're coming out of the pandemic and things are returning to normal, but mostly because Charles is doing a wonderful job partnering with the school!
- Our Teen Library Specialist, Jen Hubbell, did a wonderful job programming over the past month. She's held several art contests afterschool for the students. It has created a fun, inviting atmosphere afterschool that the teens seem to enjoy. Just recently, one of her contests had over 200 votes!
- We are finishing up our Read to Succeed session. Big shout out to Kristain Johnston for coordinating this program and a huge shout out to Basha Library Specialist Andy Cole for implementing it at Basha.
 - Wrap up party and assessments are still being processed, but another successful year of Read to Succeed.

Downtown Branch

- Kids from the Read to Succeed program had a visit from The Tender Little Hearts mini horses. Maz, Juniper and Bluebell were read to by the participants.
- The new public artwork, EVOLVING CONNECTIONS by Troy Neiman was unveiled May 27. Patrons have responded positively.
- Book and Board Library Lounge was dedicated on May 27. There has been a lot of interest in the games.

Outreach

- We are currently promoting our Summer Reading Challenge. The outreach team has gone to many schools including, Skyline Gila River High School, Anderson Jr. High School and Galveston and Hartford Elementary Schools.
- The Book Bike went to the Family Bike Ride on April 1.
- The outreach team gave away large print books at the Senior Expo.

Hamilton Branch

- Library Specialist Amy Rodrock hosted a Job Fair, connecting nearby companies with teens seeking summer work. The program was successful, with more than 60 teens attending. The participating companies and the school's career center have requested we host another Job Fair next year.
- The school applied vinyl decals on the windows between the school and the library. It provides a level of security for Hamilton High as public patrons can no longer see into the school. It also offers more privacy for library patrons sitting near those windows to read or use the computers.

Sunset Branch

- The new Anytime Library kiosk has been installed on the Sunset Patio and will be up and running very soon.
- New Adult programs, Puzzle Swap and Neighborhood Seed Swap, have been very successful thanks to Librarian Aubrey Kowitt.
- Phoebe Hunt's Earth Day STEAM jr. was very successful using both the Monsoon Room and the New Patio.
- The new Teen Space is very popular after school. Thank you to Chris Amarillas for designing and maintaining this new interactive space.
- Two new Greeters, Mark and Shelly, are doing a fantastic job in their new role.

Collections and Statistics

Active Cardholders

March 1, 2023: 66,070 (+1.1% vs. last month, +3.10% in 2023)

April 1, 2023: 66,600 (+0.8% vs. last month, +3.93% in 2023)

May 1, 2023: 66,820 (+0.33% vs. last month, +4.27% in 2023)

Physical Item Circulation

February 2023: 98,755

March 2023: 118,096

April 2023: 112,371

Cloud Library Checkouts

February 2023: 19,727

March 2023: 22,226

April 2023: 21,382

Auto-renewals (started August 10, 2022)

February 2023: 44,040

March 2023: 51,221

April 2023: 54,730

Programming

Programming Highlights March-May 2023

- In March the library ran 34 LibCon programs, featuring events at all four Chandler libraries. These programs covered all age groups and focused on popular culture genres such as K-Pop, Manga, Superheroes, Sci-Fi, cosplay creation, games, fantastical storytimes, princesses and fantasy. Over 1500 people engaged in these programs.
- The Cover to Cover In-N-Out Burger Spring Reading Program ran March 4-April 15 for kids ages 4-12 years. Nearly 2,000 children participated in this reading program, with over 18,000 books read and approximately 4,500 free burger award cards distributed.
- In April, we highlighted Earth Day and sustainability programs, such as Water Wise Workshops, the Neighborhood Seed Swap at Sunset, as well as a systemwide Seed Bomb Grab & Go Activity Kit.
- We also wrapped up our free Tax Help Sessions in partnership with volunteers from VITA and AARP. 1600 individuals were served by these tax preparation programs at Downtown, Sunset and Hamilton libraries.
- Five Adult Literacy volunteers, along with 13 English language learners, attended a special Talk Time session at the Chandler Museum to support the traveling exhibit about immigrants living and working in the US called, Working America. Another session is planned for May 18 from 6-7:30 PM.

Upcoming Library Program Highlights May-July 2023

- In May, our weekly storytimes and STEAM programs take a break as programmers prepare for Summer Reading Challenge.
- In partnership with Chandler's Diversity, Equity and Inclusion Division, we are offering a special family storytime series in honor of Asian American and Pacific Islander Heritage month. The storytimes will be held at all four Chandler libraries; Friday, May 12 at Basha Library, Tuesday, May 16 at Sunset Library, Wednesday, May 17 at Hamilton Library, and Thursday, May 18 at the Downtown Library.
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- The Writers in Residence series continues through July with a new author, Sharon Skinner. Sharon's work has been published in several local, national, and international publications. In addition, she served eight years as the Executive Editor of Anthology magazine, a small press literary magazine published in Mesa, Arizona. She is an active member of Society of Children's Book Writers and Illustrators (SCBWI) and serves as the Regional Advisor for SCBWI AZ. Sharon will be available at Basha and Downtown Libraries, offering writing workshops as well as 30 minute writing consultations to help aspiring authors fine-tune their work.
- The "All Together Now" Summer Reading Challenge is just on the horizon (June 1- August 1). Registration opened May 1. The current information is listed at chandlerlibrary.org/src. This program is in partnership with the Maricopa County Library District and Arizona State Library. The challenge is for all ages with a goal of earning 1000 points by August 1 through reading (1 point = 1 minute); attending summer library programs or "community experience" activities; or participating in a variety of other challenges throughout the summer. Participants earn prizes at the 500, 750 and 1,000 point levels. We are offering a wide range of engaging events for all ages through July that tie into the Challenge. Outreach is underway to local schools, organizations, events and more in order to build awareness of the Summer Reading Challenge.

Find out more about upcoming programs on our event calendar at chandlerlibrary.org, and subscribe to our e-newsletters. Programming is highlighted in several e-newsletters each month, including our Monthly e-newsletter, New and Notable mid-month, and coming soon, a Youth and Teen focused e-newsletter.

Information Technology

- Anytime Library is scheduled to be delivered and installed at Sunset Library on Wednesday, May 3rd. This will be the first self-service 24/7 vending machine at CPL for browsing, picking up holds or returning materials.

Friends of the Chandler Library

- The March Children's book sale at the Downtown and Sunset locations raised \$4,350 in support of Library programs and services.
- Library Giving Day was April 4, 2023. Donors contributed nearly \$5,000 in this important one-day fundraising campaign.
- Friends of Chandler Public Library Board of Directors approved almost \$83,000 in Library funding requests for FY 23/24.

Attachments

Blueberry

Maz

Juniper

Maz1

Troy Neiman

Bike

Hamilton Windows













