

Library Board Regular Meeting

September 23, 2025 | 6:30 p.m.

Sunset Library Learning Lab
4930 W. Ray Rd. Chandler, AZ 85226



Board Members

Michael McElhany
Arman Sidhu
Alexis Merritt
Jennifer Pawlik
Parker McCarthy
Faith Risolo
Leanna DeKing

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, September 23, 2025, at 6:30 p.m., at Sunset Library, Learning Lab, 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 - September 23, 2025

Call to Order/Roll Call

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 18, 2025 Library Board Minutes
Move Library Board to approve the minutes of the March 18, 2025 Library Board meeting.
2. Chandler Library Board 2026 Meeting Dates
Move Library Board to approve the 2026 Chandler Library Board meeting dates.

Action Agenda

3. Library Cardholder Policy Revisions
Move Library Board to approve the revisions to the Library Cardholder Policy.

Briefing

4. Library Managers Report: March–May 2025
5. Library Manager's Report: June-August 2025

Discussion

6. Parental Choice Pilot Program
7. Institute for Museum and Library Services

Member Comments/Announcements

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.

Calendar

8. The next regular meeting will be held on Tuesday, November 18, 2025 at 6:30 p.m., in the Downtown Library Copper Conference Room 254, 22 S. Delaware St. Chandler, AZ 85225.
9. The next Friends of the Library Board meeting will be held on Tuesday, November 4, 2025 at 1:00 p.m., at the Sunset Library, 4930 W. Ray Rd. Chandler, AZ 85226.

Adjourn



Library Board Community Services

Date: 09/23/2025
To: Library Board
From: Courtney Allen, Management Analyst
Subject: Chandler Library Board Minutes

Subject:
Chandler Library Board Minutes

Agenda Item Title:
March 18, 2025 Library Board Minutes

Proposed Motion:
Move Library Board to approve the minutes of the March 18, 2025 Library Board meeting.

Attachments

Library Board Minutes_3.18.25

Meeting Minutes

Library Board Regular Meeting

March 18, 2025 | 6:30 p.m.
Chandler Basha Library
5990 S. Val Vista Dr. Chandler, AZ 85249



Call to Order

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

Roll Call

Commission Attendance

Board President Alexis Merritt – Present
Board Vice-President Jennifer Pawlik – Present
Board member Michael McElhany – Present
Board member Arman Sidhu – Present
Board member Parker McCarthy – Not Present
Board member Faith Risolo – Not Present

Staff Attendance

Rachelle Kuzyk, Library Manager
Sue Van Horne, Assistant Library Manager
Courtney Allen, Management Analyst
Chris McGinley, Basha Branch Manager
Caryn Nall, Hamilton Branch Manager

Unscheduled Public Appearances

None

Consent Agenda

1. January 21, 2025 Library Board Meeting Minutes

Board member Pawlik found a typo on the website for azleg.gov. Courtney to revise. Motion to approve the amended minutes was made by Board member Sidhu, Board member Pawlik seconded. Motion passed 4-0.

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 Vice-President Pawlik inquired on the status of the bookmobile. Rachelle responded that it is getting closer to completion with no changes to report.

2. Board Member McElhany would like an update on the Security Guard position request. Rachelle informed the Board that the position has advanced through the decision package process with the City Manager's overall packet that will go before Council for consideration. Board member McElhany stated that he would like to attend the Council meeting to talk to the staff or the City Council members and inform them he is on the library board and he supports the security guard position as a board member and as a citizen. Board liaison Courtney Allen will provide the board with the dates of the budget / Council meeting that board members are able to attend.

Action Agenda

1. Move Library Board to approve the library meeting room policy revision.

Motion to approve the meeting room policy revision was made by Board member McElhany, Board member Sidhu seconded. Motion passed 4-0.

Board liaison Courtney Allen informed the board there is one line to remove from the meeting room policy. The sentence stating 'Meeting room reservations more than two consecutive days will not be approved' does not apply because we do not allow or approve ongoing reservations. That sentence was left from an old version of the policy. Board member McElhany inquired if it was an external patron that asked that question which brought it to our attention. Courtney responded yes, we are asked this question often because our rooms are in such high demand. There are many inquiries if the room can be reserved as ongoing, but if we allowed that, the rooms would never be available for library programs or many different groups.

Discussion

1. Board President Merritt commented on how impressed she and her six-and-a-half-year-old daughter are with the Storywalk at Desert Breeze Park. Rachelle informed the board of the planned expansion for Mesquite Groves Park that is located next to Basha Library. There is a Storywalk planned to be included in that park development.
2. Board member McElhany inquired if there will be any impacts with the federal funds as a result of the federal announcements. Rachelle responded that the short answer citywide is they do anticipate impacts on municipal level funding for neighborhood resources because there is federal funding tied to some of the services they provide, but right now we are not getting any messaging that suggests that our library funding will be impacted, other than potentially if the state library loses funding. We receive a small amount of money from the state library through grants, but we do not directly receive any money federally. What that might mean for the state library, and maybe as a larger whole for Maricopa County Library, we are unsure.
3. Board President Merritt inquired if USA Today online is a new addition to our collection. Rachelle explained to the board that the library offered PressReader which included Arizona Republic and USA Today, but within the last year we discontinued PressReader when they removed Arizona Republic, which is what justified the high cost of PressReader. What you're seeing is USA Today's very early effort at making subscriptions available through public libraries. Essentially, we have paid for 2,000 seats to access a subscription, so when you scan the QR code it pulls that out of the seat count which gives you access to the Arizona Republic

or USA Today online without you having to pay for a subscription. This is less expensive than what we were paying for PressReader. Board President Merritt stated she was not able to get access to the Arizona Republic. Rachelle will follow-up with Charles Jean, our E-Branch and Collection Manager, as he did all the testing.

Members Comments / Announcements

1. Board member Sidhu announced his library board term is up so this will be his last meeting. Board member Sidhu has been on the board since 2019 and he will always be a supporter and he is always here to advocate for the library.

Calendar

1. The next regular meeting will be held on Tuesday, May 20, 2025, at 6:30 p.m., in the Hamilton Library Program Room, 3700 S. Arizona Ave. Chandler, AZ 85248. Location may change based on renovation status.
2. The next Friends of the Library Board meeting will be held on Tuesday, May 13, 2025 at 1:00 p.m., in the Downtown Library Copper Conference Room 254, 22 S. Delaware St. 85225.
3. The Mayor & Council Office, in partnership with the City Clerk's Office, is pleased to invite you to the annual Chandler Boards and Commissions Appreciation Event. This special event will be held on Wednesday, April 16, starting at 7:30 a.m., at the Chandler City Hall Courtyard.

Adjourn

Motion to adjourn made by Board member McElhany, Board member Sidhu seconded. Motion passed. The meeting was adjourned at 6:56p.m.

Courtney Allen, Board Liaison

Alexis Merritt, Board President



Library Board Community Services

Date: 09/23/2025
To: Library Board
From: Courtney Allen, Management Analyst
Subject: Chandler Library Board 2026 Meeting Dates

Subject:
Chandler Library Board 2026 Meeting Dates

Agenda Item Title:
Chandler Library Board 2026 Meeting Dates

Proposed Motion:
Move Library Board to approve the 2026 Chandler Library Board meeting dates.

Attachments

2026 Library Board Meeting Dates



2026 Meeting Schedule
Library Board
Approved: September 23, 2025
Courtney Allen / 2812

Day of Week	Date	Time	Location: Bldg. Name/Conf. Room Name/Street Address	Type of Mtg: Study/Regular/ Retreat
Tuesday	January 20, 2026	6:30 p.m.	Basha Library 5990 S. Val Vista Dr. Chandler, AZ 85249	Regular
Tuesday	March 17, 2026	6:30 p.m.	Hamilton Library 3700 S. Arizona Ave. Chandler, AZ 85248	Regular
Tuesday	May 19, 2026	6:30 p.m.	Sunset Library 4930 W. Ray Rd. Chandler, AZ 85226	Regular
Tuesday	September 15, 2026	6:30 p.m.	Downtown Library 22 S. Delaware St. Chandler, AZ 85225	Regular
Tuesday	November 17, 2026	6:30 p.m.	Basha Library 5990 S. Val Vista Dr. Chandler, AZ 85249	Regular



Library Board Community Services

Date: 09/23/2025
To: Library Board
From: Courtney Allen, Management Analyst
Subject: Library Cardholder Policy Revisions

Subject:

Library Cardholder Policy Revisions

Agenda Item Title:

Library Cardholder Policy Revisions

Proposed Motion:

Move Library Board to approve the revisions to the Library Cardholder Policy.

Attachments

Library Card Holder Policy



Chandler Public Library Library Cardholder Policy

This policy outlines Chandler Public Library borrower eligibility, requirements, privileges, and responsibilities.

Getting a Library Card

Full Access Card:

Chandler Public Library cards with full borrowing privileges are free for the following:

- All Maricopa County residents *providing photo identification and proof of residency*
- Anyone employed within the city of Chandler *providing photo identification and verification of employment*
- Anyone attending school within the city of Chandler *providing photo identification and verification of enrollment*
- Residents of the Gila River Indian Community in Pinal County *providing photo identification and proof of residency*

People who do not qualify under any of the above may have full borrowing privileges for an annual \$40 fee.

Examples of acceptable photo identification:

- Driver's license/State issued ID
- Tribal ID
- School ID
- Military ID
- Passports

Examples of acceptable verification of residential address:

- Current driver's license
- Voter registration card
- Current paystubs (print or digital)
- Postmarked mail
- Utility bills (print or digital)
- Lease agreement (print or digital)
- Bank statements (print or digital)

Examples of acceptable verification of employer address or school enrollment:

- Current print or electronic paystub, which includes applicant's name and employer address within the city of Chandler
- Current paper or electronic school records, including enrollment verification form, course registration, report card, or transcript.

Please note:

Photo identification and proof of current address of a parent or legal guardian must be presented for cards issued to children age 12 and under. Young adults between 13 and 17 years of age who cannot provide acceptable proof may obtain a card by having a parent or legal guardian present acceptable documentation.

Chandler resident adult library cards expire 5 years after creation.

Chandler resident child and youth library cards expire respectively on the patron's 13th and 18th birthdays, or after a two-year period of inactivity.

All other cards expire one year after creation.

Cardholders may visit, call, or email Chandler Public Library to renew their expired cards.

eCards:

Chandler Public Library eCards provide access to digital library resources such as ebooks, online databases, and in-person computer use. eCards are available through our online registration form and can be upgraded to a full borrowing privileges card by visiting one of the Chandler Public Libraries and providing the acceptable documentation.

Computer Access Only Cards:

Chandler Public Library Computer Access Only Cards provide access to public internet computers at all Chandler Public Library locations. This membership type does not grant access to any other library services or the check-out of library materials (physical or digital). Identification is required to be eligible.

Cardholder Responsibility

Cardholders accept full responsibility for all items borrowed on their card and for all associated charges and agree to report a change of address or a lost or stolen card. The library must have a record of your card having been reported lost, or it is not considered lost. It is to the cardholder's benefit to report the loss or theft of a library card immediately. There is no charge to replace a stolen card.

Cardholders agree to abide by all library policies and procedures. Parents/Guardians are responsible for all items borrowed and any charges accrued through use of library cards by their minor children, including lost or damaged materials.

Library card accounts with fees totaling \$10.00 or more will be blocked and restricted from borrowing any items and reserving rooms until the balance on the account is paid in full.

Accounts with long outstanding fees may be sent to a materials recovery service.

There is a \$2.00 charge for all library cards that are lost or damaged beyond use. Picture identification must be presented to replace a library card.

Notifications:

All hold requests, due date reminders, overdue materials and other library notifications will be sent by email or text. In the event notifications are not received, cardholders are still responsible for returning their borrowed items on or before their due date.

Special Note to the Parents and Guardians of Youth Cardholders

The Chandler Public Library makes a wide variety of information available to the public, including children and teenagers. Because of that, diverse perspectives on sensitive topics may be represented in our collections, and some parents may consider certain topics or titles offensive to them or inappropriate for their children. In determining the suitability of materials for children, parents and guardians are responsible for guiding their child's library engagement, with Chandler Public Library and its staff not serving in that role. If there are concerns, caregivers should discuss rules regarding library use with their children.

If suspension of all library computer access and/or checkout privileges for a dependent minor child is desired, a parent or guardian may meet with a library staff member to facilitate that change.

Borrowing Items & Loan Limits

Cardholders may check out a total of 100 physical items.

All items check out for 21 days except for the following:

- DVDs, which checkout for seven days
- Interlibrary Loan (ILL) materials (checkout period determined by ILL Coordinator)
- Equipment used in the library, which checkout for two hours
- Specific materials may also have checkout periods set by library staff to ensure maximum use and availability of those items

All items are automatically renewed up to four times except for the following:

- Items that have had a hold placed on them
- ILL items (ILL materials may not be renewed)
- Specific materials may also have renewal rules set by library staff to ensure maximum use and availability of those items

Manual renewals may also be done in person, by phone, library website, or mobile app.

Cardholders are encouraged to return all borrowed materials on or before the due date. Most library materials can be returned to any Chandler Public Library location, both inside the library and outside via the book drop.

Holds

A library user may have up to 25 hold requests at any one time and can then pick up at any Chandler Public Library location. Holds may be placed in person, by phone, via the library website, or mobile app. Specific materials may also have hold rules set by library staff to ensure maximum use and availability of those items.

Patrons will be notified when their item(s) on hold becomes available. Items are held for seven days.

Overdue, Damaged, and Lost Items

Chandler Public Library does not charge fines for overdue material.

Library materials returned 14 days after the due date or longer will subject the cardholder account to a replacement charge of the retail item price plus a \$5.00 non-refundable processing fee.

If an item has been lost or damaged beyond library use, the cardholder account will be charged the retail price of the item plus a \$5.00 non-refundable processing fee. Patron purchased replacement copies of lost items will not be accepted.

Fees for damaged items that are still useable:

Barcode/Spine Label/RFID Tag Removed	\$1
Plastic Jacket Removed	\$5
DVD Case Lost or Damaged	\$5
Audiobook Case	\$10
Audiobook Sleeve	\$1

Any other damages will be assessed in consultation with the circulation supervisor and/or branch manager.

Refunds:

Lost fees may be refunded up to thirty days after payment for a full refund with the return of the item in usable condition. The \$5.00 processing fee is non-refundable. Items returned more than thirty days after payment are not eligible for a refund.

Service Fees

Returned Check Fee	\$25
Material Recovery Service Fee	\$15
Non-Residential Library Card Fee	\$40 annually
Replacement Library Cards	\$2
Interlibrary Loan (ILL) Overdue Fee	Determined by loaning institution
Copies and Printing (Black & White)	\$.15
Copies & Printing (Color)	\$.50
3D Printer Filament	\$.10 per gram (at staff discretion)

Confidentiality of Records

Chandler Public Library complies with the privacy of user records according to ASRS 41-151.22.

ASRS 41-151.22. Privacy of user records; violation; classification; definition

A. Except as provided in subsection B of this section, a library or library system supported by public monies shall not allow disclosure of any record or other information, including e-books, that identifies a user of library services as requesting or obtaining specific materials or services or as otherwise using the library.

B. Records may be disclosed:

1. If necessary for the reasonable operation of the library.
2. On written consent of the user.
3. On receipt of a court order.
4. If required by law.

C. Any person who knowingly discloses any record or other information in violation of this section is guilty of a class 3 misdemeanor.

D. For the purposes of this section, "e-book" means a book composed in or converted to digital format for display on a computer screen or handheld device.



Library Board Community Services

Date: 09/23/2025
To: Library Board
From: Courtney Allen, Management Analyst
Subject: Library Managers Report

Subject:
Library Managers Report

Agenda Item Title:
Library Managers Report: March–May 2025

Attachments

Library Managers Report May 2025



Library Board Community Services

Date: 5/20/2025
To: Library Board
From: Courtney Allen, Management Analyst
Subject: **Library Managers Report**

Overview

- **Community Bookshelf at TRC Expansion**

As part of the expansion at the Tumbleweed Recreation Center (TRC), a new Community Bookshelf has been established within the reading nook space. This inviting feature aims to promote literacy and engagement by offering free, accessible reading materials to all visitors.

- **Bookmobile Progress**

The much-anticipated Bookmobile is nearing completion. While we are still awaiting a confirmed delivery date, we are excited about the possibilities this mobile resource will bring in expanding our reach and services throughout the community.

- **Arizona State Library Funding Outlook**

The impact of recent federal cuts to the Institute of Museum and Library Services (IMLS) on the Arizona State Library remains uncertain. However, we are relieved to report that the staff layoffs previously slated for May have been postponed. We continue to monitor the situation closely and will keep the Board informed as new information becomes available.

- **Gratitude to the Friends of Chandler Library**

A heartfelt thank you to the Friends of Chandler Library for their ongoing support. Their generosity and advocacy are vital to our continued success and ability to serve the community effectively.

- **Heat Relief Services**

Chandler Libraries are four of eight locations that will be providing heat relief services. The City of Chandler opened a respite center and eight cooling locations that began May 1, offering residents a safe place to recover and cool down from the extreme heat. This effort is in partnership with the Maricopa County Department of Public Health and Maricopa Association of Governments' Heat Relief Network. The eight cooling centers will offer water, snacks and a reprieve from the heat. The library cooling stations will operate during regular business hours.

For additional information about heat relief services including locations throughout the region, heat safety tips, or to make a donation of water and other supplies, visit chandleraz.gov/HeatRelief.

This news release also is available online: <https://www.chandleraz.gov/news-center/chandlers-heat-relief-services-begin-may-1>.

Thank you for your continued support and commitment to our mission.

Branch Updates

Basha Branch

Things are great at Basha!!

- We welcomed three jazz performances in April. Two of the performances were a joint effort with Chandlers Cultural Development team, showcasing young jazz artists in the Chandler area. The other was the PHXJazz group with an all-aged Pop Meets Jazz show. They were a hit!
- Read to Succeed is coming to an end here at Basha. We're looking at pivoting towards a Reading Buddies program next year. More details to come.
- Our STEAM Club is starting to gain traction. A huge shoutout to our new youth library specialist Shiragi who also led Ready Set Kindergarten and did a phenomenal job.
- We also wrapped up a great TAG season here at Basha. Library specialist Jen Hubbell held an end-of-the-year party for the teens. None of the teens wanted to leave with all the fun they were having. Jen also streamlined the process for summer volunteering with all new communication efforts to students and parents.
- We received word from the school that they are going to be looking for solutions to alleviate the parking issues we've been seeing over the past year.
- This past week Amandeep and Bibianna visited a Chandler elementary school and spoke with all 2nd and 3rd grade students about the Summer Reading Challenge. The kids were pumped, and everyone went home with SRC info bookmarks.
- We're looking forward to a jam-packed summer of programs, reading and fun!
- We've reapplied for the Writers in Residence grant. Because of the recent IMLS funding cuts, we're not sure yet if the grant will be available this year. If approved they will have residency from July- Sept and February- April.
- We're partnering with a Basha student for a summer series where he'll offer hands-on help with tech-related topics like computers, the internet, AI, and cybersecurity.
- During the Summer Reading Challenge, we're partnering with The Walter Hive Collective, a nonprofit arts organization that focuses on promoting healing, resilience, and creativity through the arts.

Downtown Branch

- Kalea Hungerford has been hired as our new full-time Circulation Library Assistant. Kalea has been an intern since January through a partnership with CGCC.
- Chris Koeth, downtown part-time Library Specialist, is retiring after 30 years. Chris shared her passion and creativity with the community, launching well-loved programs like Craft After Dark, Adult Coloring, and a Book Group for city staff. She will be missed!
- Our children's programs at the Downtown Library continue to be popular. Parents & kids love our bilingual storytime.
- The Downtown Library will offer free lunches for children 18 and under. The lunch program runs Monday through Thursday from June 2 to 30.

Hamilton Branch

- **Memory Café-** Jan Sandwich performed A Jazz Duo with 36 seniors in attendance.
- We will be doing outreach in the Chandler schools to promote Summer Reading Challenge. We have loads of fun programs this summer to Color Your World.
- Our renovation project is moving along. Construction should run July-October.
- Two of our teens provided their spectacular art for the **50th Anniversary Event of the Fall of Saigon at the City Hall Atrium** on April 26. **Lorelei Huang** provided digital art that was printed as bookmarks that were shared with everyone at the event. And **Sara Zhang used acrylic paint to create** an amazing piece of art that touched on some of the historical events of the Fall of Saigon, pictured below. **Thuan Nguyen**, our amazing teen librarian, coordinated the teens' involvement in the project.



Sunset Branch

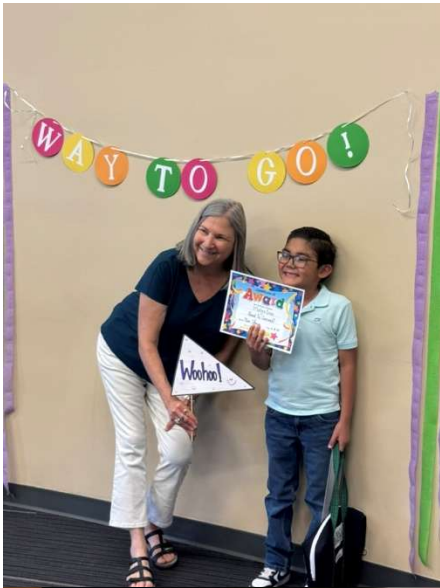
- Sunset Library presented a five-week Healthy Eating Challenge for adults in March. We had an average of 18 people in each session with an overall attendance of 30 people. We received very positive feedback; with many attendees requesting we offer the program again.
- We presented a six-week Ready, Set, Kindergarten! program in March and April to 15 four- and five-year-olds and their grown-ups.
- Our regular children's programming wrapped up in April with very high attendance all around. We will resume those programs in June.
- We hosted two great jazz performances for April's Jazz Appreciation Month. One in the library, and one in the park.
- In May we are offering multiple Arts and Crafts programs for all ages as we get ready for the Summer Reading "Color Our World" Challenge.
- Summer Reading kick-off on June 2 will be a two-hour Magic & Balloons Community Fair.
- Training is in progress for dozens of Teen Volunteers to join library staff to facilitate the Summer Reading challenge and programs throughout the summer.
- July will mark the launch of a new StoryWalk for Schools initiative where teachers will be able to check out a StoryWalk to display at their school for three weeks.

Outreach

- Library staff attended 46 individual outreach events in March, April, and May and interacted with nearly 4,000 residents.
- Staff visited 24 schools to promote the Summer Reading Challenge.
- Outreach will host a booth at the Tumbleweed Recreation Center's Grand Re-Opening on May 17, offering library card sign-up and promoting the upcoming book lockers.

Programming

- Chandler Library's *2nd Annual Local Author Fair* on March 1st and 2nd featured 28 authors and had approximately 140 people attend the book display tables, activities, and speaker sessions.
- AARP and VITA Tax Help hosted 94 sessions total, with nearly 2,000 people receiving free tax assistance preparation.
- *In-n-Out Burger's Spring Reading program* encouraged youth ages 4 to 12 to read over March and April! Nearly 2,000 children participated in the reading program, with over 12,500 books/ 315,000 minutes read!
- *Jazz on the Move* performances included eight live music performances around the system in April. Over 350 people enjoined live jazz!
- Chandler Library ran four *Water-Wise Workshops* this spring in partnership with Water Conservation, covering heat resilience and landscaping design topics. Always a popular series, we had an attendance average of 40 people per workshop.
- May will include a series of Tiny Art Drop-In sessions throughout the system, at which participants will create mini canvas masterpieces and then submit for the June 7 Tiny Art Show to kick off Summer Reading Challenge.
- Summer Reading Challenge starts June 1. Online pre-registration opened May 1. The theme is "Color Our World"! Staff and volunteers are planning art-themed decorations and programs all summer! Each branch holds a big kick-off event the first week of June, capped by the Color Our World Tiny Art Show on June 7.
- Our goal this year is to register 12,000 individuals (last year we registered almost 13,000). We want to see at least 50 percent of those who register hit those 1000 points! Participants earn prizes along the way, by age level, at 500, 750 and 1000 minutes read. You will see many of the same point prizes as last year, but also some new prizes. In addition, the adults will be entered into weekly drawings. We have new finisher drawing prizes for all ages, with art and recreational themes, thanks to our community business partners. The challenge wraps up on August 1.
Visiting our [Summer Reading Challenge](#) page will provide all the information you'll want to know about this year's program.
- Reading Buddies is happening at Hamilton and Downtown Libraries. Teens pair with kids ages 5-9 to mentor and share the love of reading. Our hope is to continue through summer and maybe at all branches.
- Read to Succeed had their final celebration on May 8. See pictures below. There were nine students at Basha Library and 24 at Downtown Library. We utilized 10 volunteers to work with the kids two times a week October – May and saw some great improvements in the kids' reading scores.



- Three therapy dogs from Gabriel's Angels came in April to support the kids' reading to the dogs.



Collections and Statistics

Active Cardholders

February 1, 2025	72,238
March 1, 2025	72,363
April 1, 2025	72,683
May 1, 2025	72,957

Physical Item Checkouts

January 2025	101,541
February 2025	92,324
March 2025	117,764
April 2025	100,707

CloudLibrary Checkouts

January 2025	21,540
February 2025	19,643
March 2025	22,831
April 2025	16,760

MCLD MAX Usage

January 2025	221 Borrowed, 204 Loaned 1.08 L/B
February 2025	174 Borrowed, 167 Loaned 1.04 L/B
March 2025	235 Borrowed, 215 Loaned 1.09 L/B
April 2025	191 Borrowed, 188 Loaned 1.02 L/B

IT

- The first CPL holds locker has been ordered from Lyngsoe Systems and will be installed at Tumbleweed Recreation Center this summer.



Library Board Community Services

Date: 09/23/2025
To: Library Board
From: Courtney Allen, Management Analyst
Subject: Library Manager's Report: June-August 2025

Overview

Attachments

Library Managers Report June-August 2025



Library Board Community Services

Date: 09/23/2025
To: Library Board
From: Courtney Allen, Management Analyst
Subject: **Library Manager's Report: June-August 2025**

Overview

Summer 2025 is officially behind us with much success for Chandler Public Library and its staff. From our recently installed book locker at TRC, renovations at Hamilton Library, and the delivery of the Chandler Discovery Library, we've been incredibly busy over the last few months. Patrons can now request items on hold via the catalog and request pick-up at Tumbleweed Recreation Center, which is also the site of the City's newest recreation expansion and pickleball facility. Our courier, Luis, fills and empties the locker Mondays through Fridays on the daily route between the branches.

In partnership with the larger Community Services department, a Recreation and Library Master Plan is being developed, with Berry Dunn selected as the consultant for the project. Library Administration will be working closely with the Recreation team to create a vision for the future of these important services for Chandler residents. This plan will come together in the coming months, with significant community engagement and input.

Staff attended the International Public Library Fundraising conference, the American Library Association conference and the National Recreation and Park Association conference this year, always pursuing new ideas and professional development to better Chandler Public Library. We all appreciate the opportunity to grow professionally at these events.

Branch Updates

Basha Branch

- The Summer Reading Challenge was a blast! Basha saw a 6% increase in SRC finishers this year. Great work by our staff & teen volunteers!
- We've had some staffing changes, but as of September 2nd, we are back to being fully staffed!
- We're making some changes to our youth area layout.
 - Introduced new manipulatives aimed at early childhood development.
 - Rearranged some furniture for a more open feel.
 - Implemented a new display area for STEAM based books.
- Our Puzzle Swap program continues to grow, and multiple valley libraries are taking a page out of our book and starting their own. People seem to love it!
- Basha Afterschool Hangout, an afterschool program for teens and tweens, soft launches on September 2. Activity kits will be placed in rolling bins throughout the building. Some of the various kits include crafts, LEGO sets, games, teen coloring pages, and pop culture trivia. Examples of crafts include lanyard keychains, glass magnets, mini collages, friendship bracelets, origami kits, duct tape wallets, and pom pom keychains, just to name a few!
- The Writer in Residence program at Basha Library is going wonderfully with Author Hailey Alcaraz! She's been inspiring and engaging our community through workshops, one-on-one sessions, and creative events that are sparking excitement around writing.
- We hosted Basha's academic decathlon team for a month as they prepared for the international event in China. They ended up getting 1st place honors, as well as several other awards during the event. Please read the amazing story here. [International Academic Decathlon](#)
- After school continues to be busy, with more kids in the building than ever.

Downtown Branch

- Kevin Bingham has been promoted to a full-time Municipal Security Officer. He has been tremendously helpful in handling the wide range of situations we encounter at the library, always approaching them with calmness and care.
- We are also pleased to welcome Kevin Storey as our new part-time Library Specialist in Youth Services.
- In partnership with CUSD, Brittany Parkhouse and the youth team provided free summer lunches to children and young adults under the age of 18 throughout June. The lunches were served in The Makery, where Brittany also organized activities and crafts for the kids to enjoy alongside their meal.
- Heat Relief efforts at the Downtown Library have been successful this year. We have handed out nearly 600 bottles of water since May 1, along with electrolytes and snacks donated by the city's DEI office.

Hamilton Branch

- **Progress on Renovation:** We are one month into our renovation project. Construction is well underway, and significant progress has been made.
- **Construction Schedule:** The demolition phase was completed overnight, but for the past three weeks, the work has shifted to daytime hours. While the noise can be disruptive and the temporary walls enclosing the three workspaces take up a considerable amount of space, we are happy to report that public and student access to books, computers, and other library services remain unaffected. Although, after school it can get a little crowded.
- **Current Phase:** The team is currently focused on building new walls, with plans to start taping and drywalling soon. We are on track to meet a mid to late October completion date for this phase of the renovation.
- **New Spaces:**
 - New circulation and work area, with a new reference desk.
 - Program room that was storage will now be usable programming space.
 - Four study rooms
- **Library Space Redesign:** To make the most of the updated space, we are working closely with a professional library designer. They are helping us redesign the open spaces and plan the best arrangement for moving and organizing the books and other library resources in the new layout.

We're thrilled with the progress and look forward to sharing more updates as we approach our projected completion timeline!

Sunset Branch

- Sunset Library staff had an amazing Summer Reading season with many well-attended special programs as well as all our regular programs. With the help of dozens of teen volunteers, we experienced record-breaking Summer Reading sign-ups and completions!
- We celebrated the hard work of summer with a pizza party for all staff.
- We continue to host ongoing Friends of Chandler Library book sales. Our recent Movies, Music, and More sale was very successful!
- We are gearing up for the fall planting season with new seeds for the Seed Library. More than a dozen vendors are scheduled to attend the Seed Swap.

Outreach

- Our new mobile branch, the Discovery Library, arrived on August 7th. Fleet Services will keep it until it is thoroughly inspected, insured, and registered.
- There are a couple of minor mechanical issues that need to be fixed by the vendor before staff can begin driver training.
- The plan is to start making regular, scheduled stops in October with a focus on underserved areas, senior centers, schools, and community events.

Outreach Statistics

July 1, 2024 – June 30, 2025

Outreach Events Held	155
Community Members Engaged	11,500
New Library Cards Issued	601

Collections and Statistics

Active Cardholders

June 1, 2025	73,026
July 1, 2025	73,531
August 1, 2025	73,908
September 1, 2025	73,997

Physical Item Checkouts

May 2025	107,096
June 2025	123,8285
July 2025	119,474
August 2025	114,915

CloudLibrary Checkouts

May 2025	15,244
June 2025	23,214
July 2025	23,670
August 2025	23,055

MCLD MAX Usage

May 2025	172 Borrowed, 172 Loaned 1.02 L/B
June 2025	206 Borrowed, 122 Loaned 0.59 L/B
July 2025	192 Borrowed, 169 Loaned 0.88 L/B
August 2025	240 Borrowed, 189 Loaned 0.79 L/B

Programming

- We held approximately 5,500 programs and engaged with over 132,000 people who attended programs in the library and at outreach in FY 24/25.
- Summer Reading Challenge, June-July 2025
 - Nearly 13,500 participants (almost 1,000 more than 2024)
 - Nearly 7,500 finishers, which was a 55% finish rate.
 - Overall, the Maricopa County Reads program had just over 105,000 participants, with a 50% finish rate

- Ahead of us in the rankings around the County:
 - Phoenix Public Library (18 libraries) with 25,528 participants
 - Maricopa County Library District (14 libraries) with 19,300 participants
- A look at our participants:
 - 38% Kids
 - 37% Adults (!!)
 - 15% Teens
 - 10% Pre-readers
- Over the summer we held over 600 programs with over 20,000 attendees.

Coming in Fall

- Storytimes, STEAM programs and other ongoing Youth programs return September 1 and will run through December 1, then take a break for the month of December.
- Writer in Residence series continues at Basha and Downtown Libraries, through October 19. Author Hailey Alcaraz will continue one-on-one writing consultation sessions as well as workshops on creating your best writing space, writing query letters, and social media/online presence best practices for authors.
- Chandler Contigo, the City's annual Hispanic heritage programming runs through Mid-October. Visit [Chandler Contigo](#) for more information.
- Citizenship Workshops will begin September 2 and will run for nine weeks.
- Healthy Table: U of A nationally certified nutrition six-week course @ Sunset beginning October 6. [Healthy Table](#)
- Chandlers Water Conservation department is offering water-wise workshops at Downtown and Sunset. [Water-Wise Workshops](#).
- For more fall library programming, please visit [Fall Library Programs](#). You can also view easy-to-read programming calendars. [Program Calendars](#)

Literacy Programs:

- Talk Time: 59 sessions were held in June/July/August, with 455 total attendance.
- Small Group: With the support of The Friends, we purchased new books for the Adult Literacy program. The volunteers were trained and a new curriculum was implemented. New groups will start with books the week of September 2.
- Summer Story School: In partnership with Make Way for Books, the Summer Story School was offered four days a week during June. It was well-attended, and they gave away 134 books to 12 families.
- Fall Story School: In partnership with Make Way for Books, two groups started at the Downtown Library on August 19. It will continue twice a week, through September 25.

Information Technology

- The library is in the process of replacing 350 public computers, with orders already placed and installation expected to begin in October.
- The first CPL Holds Locker was installed at the Tumbleweed Recreation Center in July and started fulfilling patron holds in August.

Friends of the Chandler Library

- Friends of Library donated \$100,000 this fiscal year in support of Chandler Public Library.
 - Fundraising book and media sales were held over the summer.
 - The Library's Discovery Library, funded in part by Friends of Chandler Public Library, has arrived.
-



Library Board Community Services

Date: 09/23/2025
To: Library Board
From: Courtney Allen, Management Analyst
Subject: Parental Choice Pilot Program

Subject:

Parental Choice Pilot Program

Agenda Item Title:

Parental Choice Pilot Program

Background/Discussion

Board member Sidhu would like information on the Parental Choice pilot program launched several months ago by the Maricopa County Library District at their Queen Creek Library.

- Has Chandler Public Library received any patron inquiries or requests for a similar program?
 - Have there been any discussions among library staff or city leadership about initiating a similar program?
 - What the potential feasibility, costs, and overall impact on library operations might look like if something similar were considered here in Chandler?
-

Attachments

Parental Choice FAQ's



Parental Choice

Maricopa County Library District now offers Parental Choice at the Library. This program provides families with a tool to manage their child's access to specific books, ensuring content reflects their family's values and preferences. Similar to the parental control features used on digital platforms, this pilot program gives parents the option of greater oversight without limiting the choices of other individuals and families.

FAQs

How does the program work?

Parents or guardians can visit the library and complete a form identifying specific titles they do not want their child to access. Library staff will then apply a restriction to the child's library account, preventing checkout of those titles.

Does the program apply only to books?

Yes, this program applies to specific book titles only. However, when a restriction is requested, it is automatically applied to other library services, including self-checkouts and borrowing (downloading) from the digital library.

Who can submit a request?

Only a parent or legal guardian with a library account that is linked to their child's account may submit a request.

Can I submit the form online?

No, the form must be submitted in-person at the library in order to verify the parent/guardian and child accounts are connected.

Can I restrict all adult books?

At this time, our library software does not have the capability to block access based on categories or age levels. For this reason, the program is designed to honor parental choice on a title-by-title basis. Parents must list the specific titles they wish to restrict on the form submitted in person. This ensures we can apply accurate restrictions to the child's account in alignment with the parent's individual preferences.

How do I update or change my selections?

Parents can modify their restrictions at any time by submitting an updated form in person at the library.



Library Board Community Services

Date: 09/23/2025
To: Library Board
From: Courtney Allen, Management Analyst
Subject: IMLS Executive Order

Subject:
IMLS Executive Order

Agenda Item Title:
Institute for Museum and Library Services

Background/Discussion

Board President Merritt is curious what or if there will be any impacts this could have on Chandler Library expected grants.

Attachments

IMLS Funding Article



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Executive Order Targets the Institute for Museum and Library Services

The IMLS and six other federal agencies are the latest to be threatened with reduction and elimination under the GOP plan

By Nathalie op de Beeck | Mar 17, 2025

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Photo: Nico Kaiser

In a March 14 executive order, the Trump Administration announced its plans to eliminate the Institute for Museum and Library Services “to the maximum extent consistent with applicable law.” The order states that the IMLS—along with six additional entities including the U.S. Agency for Global Media and the Woodrow Wilson International Center for Scholars at the Smithsonian Institution—“shall reduce the performance of their statutory functions and associated personnel to the minimum presence and function required by law.”

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The IMLS is an independent federal agency that plays a key role in distributing congressionally approved funds to libraries, museums, and archives in all 50 states plus five U.S. territories and three sovereign countries. In 2024, it awarded \$266.7 million to advance and support libraries, museums, and related organizations. Its acting director is Cyndee Landrum, who could not be reached for comment.

The American Library Association published a ringing defense of the IMLS on March 15, condemning “the White House assault” on the agency. “By eliminating the only federal agency dedicated to funding library services, the Trump administration’s executive order is cutting off at the knees the most beloved and trusted of American institutions and the staff and services they offer,” the ALA wrote, further asserting that “our nation’s 125,000 public, school,



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academic, and special libraries deserve more, not less support. Libraries translate 0.003% of the federal budget into programs and services used by more than 1.2 billion people every year.”

This is not the first time Trump has sought to eliminate IMLS. During Trump's first term, his administration proposed cutting the agency every year. In each instance, the library community was able to block those efforts.

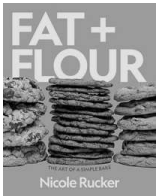
EveryLibrary, a nonpartisan, pro-library organization, has already began looking to rally support by circulating a petition in support of the agency. The petition had garnered about 17,000 signatures as of Monday morning and has a goal of reaching 20,000 signatures. John Chrastka, EveryLibrary’s executive director, noted that the order did not call for the full closure of the IMLS or the firing of all personnel, but did require enormous reductions to IMLS’s services.

Chrastka told *PW* that the order challenged IMLS obligations that are mandated by Congress—such as funding annual and multi-year grants—which means that the question for library advocates should be. “ ‘How do we fight for those requirements?’ Right now, we’re talking about the integrity of congressional obligations through IMLS to the American people in our states and our state libraries.”

Chrastka cautioned that advocates should pay attention to the terms “shall” and “may” in executive orders. “There are two big ‘shall’ backbone issues” to be rolled back, Chrastka said. The first is the Grants to States program, U.S. Code 9141, a federal block grant program that funds state libraries. “It includes collection development funds, interlibrary loan, and delivery,” Chrastka said. “It’s got state database contracts and other learning supplements. Plus, it helps support smaller state libraries” and addresses equity issues by supporting Native American, Native Hawaiian, Latin American, and other inclusive library projects. The other IMLS programs that “shall” be eliminated, per the order, are the National Leadership Grants for Libraries and Museums.

An interactive map shows how IMLS funding has been distributed to projects nationwide with both red and blue districts receiving financial support. Densely populated California, New York, Texas, Florida, and Illinois received the largest amounts of funding in 2024, with libraries and museums in states including Ohio, Pennsylvania, Virginia, and Washington also seeing a significant amount of IMLS grants.

The IMLS serves libraries and patrons from all walks of life. Grant recipients in 2024 included the Motown Historical Museum (Detroit) and Virginia Union University’s Center for African American History and Culture (Richmond, Va.). Numerous Native and Indigenous groups won funding for needs such as acquisition of books and equipment, digitization of historical documents, language preservation, and special exhibits.



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It is not clear at this time whether the IMLS’s awards programming will be affected. Annually, the IMLS partners with the nonprofit Alliance for Young Artists and Writers to administer the National Student Poets Program, which presents the Scholastic Art and Writing Awards. In 2024, U.S. students in grades 10 and 11 submitted more than 30,000 pieces of work, and the five winners—representing five regions of the U.S.—each received a \$5,000 academic award.

Yet the order has the potential to undermine popular projects that have demonstrated nonpartisan buy-in from public and private entities. In August 2024, the IMLS partnered with the National Park Service, National Endowment for the Arts, and National Endowment for the Humanities to announce \$25.7 million in grants to Save America’s Treasures. At the time, the promise to preserve historic sites and collections was matched by almost \$50 million in public and private investment.

Talking about

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5 Dog Man: Big Jim Begins: A Graphic Novel (Dog Man #13): From the Creator of Captain Underpants
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