

Meeting Minutes

Library Board Regular Meeting

November 18, 2025 | 6:30 p.m.
Chandler Public Library
22 S. Delaware St. Chandler, AZ 85225



Call to Order

The meeting was called to order by Board Chair Alexis Merritt at 6:35 p.m.

Roll Call

Library Board Attendance

Board Chair Alexis Merritt
Board Vice-Chair Jennifer Pawlik
Board Member Parker McCarthy
Board Member Michael McElhany
Board Member Faith Risolo

Library Board Members Absent

Board Member Arman Sidhu
Board Member Leanna DeKing

Library Board Attendance

Rachelle Kuzyk, Library Manager
Susan Van Horne, Assistant Library Manager
Courtney Allen, Management Analyst

Others Present

None

Consent Agenda

1. September 23, 2025 Library Board Meeting Minutes
Motion to approve the minutes was made by Board Vice Chair Pawlik, Board Member McElhany seconded. Motion passed 5-0.

Briefing

2. 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.

Rachelle informed the Board that the Discovery Library is officially operational and on the road. Staff have completed 40 hours of driver training through the Southwest Driver Training Institute. Approximately two-thirds of the collection has been loaded into the vehicle, with technology and educational supplies to be added soon. Over the next couple of weeks, the Discovery Library will participate in city tours before beginning its regular route.

Board Member McCarty asked about publicity for the Discovery Library. Rachelle explained that while there have been numerous requests for media and marketing, promotion has been delayed because the vehicle was not yet drivable. Larger marketing efforts will begin in early December, with support from the City's marketing team, including social media, video reels, and media releases.

Board Member McElhany asked whether all vehicle repairs had been satisfactorily completed. Rachelle confirmed that all repairs are finished.

Board Chair Merritt inquired about the vehicle's weight and CDL requirements. Rachelle confirmed that the vehicle is under the weight limit requiring a CDL.

Board Member Risolo asked how many days per week the Discovery Library will be on the road. Rachelle stated that the plan is for a two- to three-day weekly route, with additional availability for special events and major city activities. Staff are currently finalizing the route.

Board Chair Merritt asked whether there would be a ribbon-cutting ceremony for the Discovery Library. Rachelle confirmed that a ribbon cutting is planned for the new year, and Courtney will notify and invite the Board once it is scheduled.

Board Member McElhany asked whether a future Board meeting could be held in the Discovery Library. Rachelle confirmed that this will be scheduled for an upcoming meeting.

Board Member Risolo asked whether there would be outreach to Chandler Public Schools to encourage students to obtain library cards. Rachelle noted that the library has a strong partnership with Chandler Public Schools and that school outreach is a key focus. Staff are able to issue library cards directly from the Discovery Library.

Rachelle provided an update on the Hamilton Branch renovation, which is approximately 60% complete and progressing well. The former storytime room, previously dark, small, and not well suited for programming, has been transformed with a raised ceiling and large sliding doors that open into the library. The renovation will also add four new huddle spaces, making Hamilton the final branch to receive study rooms. Circulation and customer service will be relocated to the front entrance, allowing the book drop to feed directly into a workroom and creating a more open and efficient layout. While a final completion date has not been confirmed, the project is expected to be finished before the Christmas holidays.

Board Member McElhany asked about the speed puzzling program at Basha Library and whether it is limited to high school students. Rachelle and Sue clarified that it is an adult program. Mr. McElhany shared that he was interested in having his daughter volunteer, and Rachelle and Sue suggested that she inquire with Kat Silva at the Basha service desk.

Discussion

3. Board Member McCarthy would like to discuss highlighting local African American authors. Board Member McCarty knows several local authors that he would like to give an opportunity to bolster them and feature local African American authors. One of them is the man that runs the drum circle at the downtown library.

Rachelle informed the board that we have a local author fair in January that is for any local authors in this community who would like to participate. Courtney will send the application link to Board Member McCarthy tomorrow. Rachelle also suggested he can submit a suggest a purchase on our website. Once received, our collection manager and his team will evaluate it against the collection development policy, current interest, and volume of requests.

4. Board President Merritt would like to discuss how Chandler Library is adjusting after the news of Baker & Taylor going out of business. What does it mean for future purchases and competitive pricing for the library?

Board President Merritt requested an update on how Chandler Public Library is adjusting following the announcement that Baker & Taylor is going out of business, and what this means for future materials purchases and competitive pricing.

Rachelle informed the Board that Chandler Public Library has been minimally impacted, as staff began diverting orders away from Baker & Taylor over the past several years. She explained that Baker & Taylor was long considered a major and stable presence in the publishing industry, particularly for libraries. However, after being acquired by a private investor approximately five years ago, the company began to decline.

Rachelle noted that the library has consistently maintained relationships with multiple vendors for materials purchasing and gradually shifted a larger portion of its ordering to Ingram, which is also the largest print publisher. As a result, the impact on Chandler Public Library has been minimal. She added that many libraries across the Valley relied solely on Baker & Taylor and are now facing significant challenges transitioning to new vendors.

5. Board President Merritt is curious about how Chandler Library plans to meet the increased demand for ebooks/audiobooks in 2026 and beyond. Is there a need to increase the budget for online resources?

Rachelle informed the Board that in November 2024, the library submitted a request for a \$250,000 budget increase to be phased in over four years. In the current fiscal year, the library received an additional \$62,500, which has been allocated primarily toward digital resources.

Provided there are no changes to the approved budget, incremental increases are scheduled for the next three years to help address growing demand and support the purchase of additional resources.

Information Items

6. America 250 Survey

As we prepare to celebrate the 250th anniversary of the United States, we want every Chandler voice to be heard in shaping how we honor this milestone. Please complete the survey to tell us about what being American means to you, how our shared values show up in Chandler's diverse communities and how we can honor the ongoing journey toward equality, freedom and opportunity for all. [America 250 Survey](#)

Courtney requested the board to complete the survey.

Members Comments / Announcements

Board Member Risolo asked about the save the date notice sent by Courtney for a special joint meeting of the Library and Parks and Recreation Boards regarding the Library and Recreation Master Plan.

Rachelle informed the Board that final details are still being confirmed, but the special meeting is scheduled for December 2 at 5:30 p.m., most likely at the Tumbleweed Recreation Center. She asked Board members to indicate whether they plan to attend. This will be a public, informational meeting involving both boards and the Master Plan Committee, not a regular board meeting.

Rachelle explained that consultants hired to lead the master planning process will be presenting, marking their first community engagement. This meeting is one of several planned opportunities to gather input from Chandler residents on the future of library and recreation services. While a Parks Master Plan was completed a few years ago, this effort is a partner master plan focused on shaping library and recreation services for the next ten years. Additional details will be shared with the Board as they become available.

Unscheduled Public Appearances

None

Calendar

7. The next regular meeting will be held on Tuesday, January 20, 2026 at 6:30 p.m. in the Basha Library Program Room, 5990 S. Val Vista Dr. Chandler, AZ 85249.

8. The next Friends of the Library Board meeting will be held on Tuesday, January 13, 2026 at 1:00 p.m., at the Sunset Library, 4930 W. Ray Rd. Chandler, AZ 85226.

Adjourn

Motion to adjourn made by Board Member McCarthy, Board Vice Chair Pawlik seconded. Motion passed. The meeting was adjourned at 7:07p.m.

Courtney Allen, Board Liaison

Alexis Merritt, Board Chair