

DRAFT



MINUTES

**LIBRARY ADVISORY BOARD
GLENDALE PUBLIC LIBRARY
5959 W. BROWN ST.
GLENDALE, ARIZONA 85302**

**JANUARY 8, 2020
6:00P.M.**

1. CALL TO ORDER

Chair Jessica Koory called the meeting to order at 6:00 p.m.

2. ROLL CALL

Present: Jessica Koory, Chair
Gary Johnson, Vice Chair
Karen Aborne, Board Member
Diane Kocur, Board Member
Eva Ndavu, Board Member
Timothy Ndavu, Board Member

Absent: Jon Davis, Board Member
Teresa Collett, Board Member
Hadiyah Flores, Board Member

Also Present: Michael Beck, Chief Librarian
Dawn Wasley, Library Administrator
Kayla Martinez, Administrative Support Specialist

Attendees: Ivy Jarvis

3. CITIZEN COMMENTS

None.

4. APPROVAL OF THE MINUTES

a. APPROVAL OF DECEMBER 11, 2019 MINUTES

ACTION: Library Advisory Board Minutes of December 11, 2019.

Vice Chair Johnson moved, Board Member T. Ndavu made the second, to approve the December 8, 2019 Library Advisory Board meeting minutes with the following changes:

- **Page 2: “Chair Koory asked who all in favor of Diane Kocur for Vice Chair.” should be, “Chair Koory asked who all were in favor of Diane Kocur for Vice Chair.” Motion carried 6-0**

Motioned by Vice Chair Gary Johnson, seconded by Board Member Timothy Ndamu

AYE: Chair Jessica Koory
Vice Chair Gary Johnson
Board Member Karen Aborne
Board Member Diane Kocur
Board Member Eva Ndamu
Board Member Timothy Ndamu

Passed

5. NEW BUSINESS

a. SIGNATURE MUSIC PROGRAMS AT THE MAIN LIBRARY

INFORMATION: Library staff will present and update the Board about the upcoming Arizona Songwriters and the Music Business Expo events taking place at the Main Library. Board Members will have the opportunity to ask questions.

Chief Librarian Beck introduced Adult Services Librarian, Ivy Jarvis.

Ms. Jarvis shared with the Board the following information regarding the most recent Auditorium renovations and signature music programs at the Main Library:

- The Auditorium has been renovated with new lighting, audiovisual equipment, wireless channels, stage inputs, laptop connections, furniture, and a digital clock to help presenters with time countdowns.
- There is a monthly Light of the Library Series, which is a high-quality cultural and music series where various types of musicians come to perform.
- There will be a Flamenco Duo who will be dancing and playing guitar.
- There is a Coffee House program that happens once a month and is an unpaid event where local acoustic musicians come and play all music genres.
- The Arizona Songwriters Gathering is an event that is held annually at the Main Library, and this year, it will be on January 25th from 10 a.m. to 4 p.m. The event holds lectures, performances, inspirational, and legal sessions.
- This will be the third year of a partnership with Fervor Records, who will be utilizing the auditorium on April 6th to hold The Fervor Records Music Business Summit that entails a full day of panel discussions and lectures.
- The Library partners with the Special Events Department for the Folk and Heritage Festival that is put on annually, and this year it will be held on February 29th and March 1st.
- The library currently has a partnership with The West Valley Arts Council for Black History Month.

Chair Koory asked, who financed all the renovations of the auditorium. Ms. Jarvis explained that after the committee went around and asked multiple companies for quotes in the fall of 2018, they had decided to partner with the Special Events Department in the renovations and was able to have some financial cost savings. Chief Librarian Beck then explained that The Library had paid for all the equipment and had used general funds before the end of the last fiscal year.

Board Member Aborne asked what the max occupancy is for the auditorium. Ms. Jarvis informed her that it is 241 people.

Board Member Ndavu asked how much training was involved for the staff in using the new technology. Ms. Jarvis explained that it is a learning curve, but they have trained staff, as well as provided them with a training manual. Ms. Jarvis also mentioned that they are currently looking to hire a part-time Audio-Visual position to help with larger events such as the Arizona Songwriters Gathering. Board Member Ndavu also asked if there will be contingencies for inclement weather at the Arizona Songwriters Gathering since there will be tents outside. Ms. Jarvis said they do have back up plans if there was a case of bad weather.

Chair Koory thanked Ms. Jarvis and told her that she is an asset to the library.

Chief Librarian Beck thanked Ms. Jarvis and informed The Board that the Fervor Records partnership is due to Ms. Jarvis' networking and is a testament to her hard work.

b. SPRING TRAINING READING PROGRAM

INFORMATION: Library staff will present and update the Board about the upcoming Spring Training Reading Program and its partnership with Camelback Ranch Stadium. Board Members will have the opportunity to ask questions.

Chief Librarian Beck mentioned the following regarding the Spring Training Reading Program:

- Last spring, The Glendale Public Library partnered with Camelback Ranch and The White Sox baseball team, and due to the program doing so well, he is pleased to announce that they are offering it again this year.
- The program starts February 1st and will go through March 13th.
- Participants will be offered free tickets to a White Sox or Dodgers baseball spring training game.
- Participants will also be entered into a grand prize drawing for signed baseball memorabilia or home plate box tickets for the season finale.
- There will be about 120 spring game ticket vouchers.
- Patrons of any age can participate.
- There will be five winning drawings weekly at each location.

Board Member Kocur asked if this program is advertised at schools or school libraries. Chief Librarian Beck informed the Board that the program has been advertised through the e-newsletter, the library website, flyers and media outlets including school districts.

Chair Koory asked what staff member oversaw this program. Chief Librarian Beck stated that Mr. Kinder, who is Velma Teague's Administrative Librarian, is in charge.

Board Member Ndavu asked that now because Heroes Regional Branch is open if the number of vouchers has increased. Chief Librarian Beck said he was unsure and that he would follow up with Mr. Kinder.

6. CHIEF LIBRARIAN UPDATE

- a.** This report allows the Chief Librarian of the Community Services Department to update the Board. The Board is prohibited from discussing or acting on any of the items presented by the Staff since they are not itemized on the Library Advisory Board Agenda.

Chief Librarian Beck updated the Board of the following:

- The Library Advisory Board money for the Heroes Brick is due and Ms. Wasley, Ms. Martinez, or he can accept the checks.
- Welcomed Ms. Eva Ndavu to the Library Advisory Board.
- The budget process is in full swing and the submission date for the budget is this Friday, and he will be able to present that to the Board in May.

- A second tablet station was added to the Heroes Library thanks to Vice Mayor Clark who purchased two tablets out of her Council District funds.
- Between September and November, there were over 700 new card registrants at Heroes Library.
- Overall, system-wide computer use, library visits and registrations are going up.
- Chief Librarian Beck is currently working with the City Clerk to find a replacement for Ms. Flores.
- Chief Librarian Beck thanked Chair Koory and Board Member Collett for their service, whose terms are expiring, and will no longer be with the Board after this month.

7. BOARD MEMBER COMMENTS AND SUGGESTIONS

Board Member Aborne welcomed Board Member Eva Ndavu who is new to the Library Board and wished Chair Koory and Board Member Collett good luck. Board Member Aborne also asked if Chief Librarian Beck could provide her occasionally with brochures that she can put on display at the farmers market.

Board Member Ndavu thanked Chair Koory and told her that it has been a pleasure serving with her and that she will be missed. Board member Ndavu also asked how much of a percentage of the revenue that is generated by the library consists of overdue fines.

Vice Chair Johnson welcomed Board member Eva Ndavu and wished Chair Koory future success in all her endeavors.

Board Member Kocur welcomed Ms. Ndavu and thanked Chair Koory for which she has learned a lot while working alongside her. Board Member Kocur also asked if there would be two new Board Members next month to replace the two that are leaving. Chief Librarian Beck informed the Board that the Clerk's office is currently working on it and on January 14th there will be a swearing-in of new members.

Board Member Eva Ndavu thanked everyone for their welcoming comments and that she is proud to live in a community that is building libraries and appreciates the library.

Chair Koory thanked the Board for the wonderful support and that she will miss working with everyone.

8. NEXT MEETING

The next regular meeting of the Library Advisory Board will be held on February 12, 2020 at 6:00 p.m., in the Board Meeting Room of the Main Library, located at 5959 W. Brown St., Glendale, Arizona, 85302.

9. ADJOURNMENT

The Library Advisory Board meeting minutes of _____, 2019 were submitted and approved this ___ day of _____, 2019.

Michael Beck
Recording Secretary