

DRAFT



MINUTES

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

**JANUARY 13, 2021
6:00P.M.**

1. CALL TO ORDER

Chair Gary R. Johnson called the meeting to order at 6:00 p.m.

2. ROLL CALL

Present: Gary Johnson, Chair
Timothy Ndavu, Vice Chair
Diane Kocur, Board Member
Eva Ndavu, Board Member
Lauren Snair, Teen
Haydee Kukowski, Board Member

Absent: Calvin Carbello, Teen

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

3. CITIZEN COMMENTS

None.

4. APPROVAL OF THE MINUTES

- a. ACTION: Library Advisory Board Minutes of December 9, 2020.

Board Member Kocur moved, Board Member E. Ndavu made the second to approve the December 9, 2020, Library Advisory Board meeting minutes as submitted. Motion carried 6-0.

Motioned by Board Member Diane Kocur, seconded by Board Member Eva Ndavu

AYE: Chair Gary Johnson
Vice Chair Timothy Ndav
Board Member Diane Kocur
Board Member Eva Ndav
Teen Lauren Snair
Board Member Haydee Kukowski

Passed

5. NEW BUSINESS

a. LIBRARY ADVISORY BOARD APPRECIATION LETTER TO STAFF

Board Member Kocur submitted a draft of the staff appreciation letter. All Board Members approved the draft.

Board Member Kocur made the moved, Board Member Snair second to approve made the second, to approve the Library Advisory Board Appreciation Letter to Staff as submitted. Motion carried 6-0.

Motioned by Board Member Diane Kocur, seconded by Teen Lauren Snair

AYE: Chair Gary Johnson
Vice Chair Timothy Ndav
Board Member Diane Kocur
Board Member Eva Ndav
Teen Lauren Snair
Board Member Haydee Kukowski

Passed

b. MASTER PLANNING PROCESS & FUTURE OF GLENDALE LIBRARIES

Chief Librarian Beck informed the Board that the Glendale Library will be applying for a State Library of Arizona Library Services & Technology Grant for Community Assessment and Master Planning purposes. The grant utilizes federal funding, which is awarded and distributed by the State Library. The last Master Plan was performed in 2008 and conducted the feasibility of library services near the 303 corridor. This grant will allow the Glendale Library to take the opportunity to survey the community to get insight on what amenities and services they would like to see in the future. Through the information that will be received by the public, it will help the Glendale Library create and move forward with a management plan. The Glendale Library will be notified in May if they have successfully obtained the grant.

Board Member Kocur asked how the process would begin and if they would begin with surveys.

Chief Librarian Beck informed the Board that part of the grant process is to tie-in the monies associated and hire a third party to do research in a variety of ways such as physical and online surveys, phone calls and discussion groups.

Board Member E. Ndav asked what the timeline looks like for the grant.

Chief Librarian Beck informed the Board that the grant must be submitted by February and that we will be notified in May if awarded. The Fall would be the earliest in which the plan could

begin.

Vice Chair T. Ndavu suggested distributing surveys on multimedia such as flash drives.

c. LIBRARY SERVICE UPDATES IN RESPONSE TO COVID-19

Chief Librarian Beck updated the Board of the following:

- Still offering lobby services.
- Since October 1st there has been nearly 3,000 patron computer sessions.
- There have been almost 500,000 patron virtual programming views.
- Nearing 100,000 in-person visits since May.
- There have been 350,000 in-person physical checkouts since May.
- Over 35% of the overall circulation is now from digital and electronic checkout or downloads.

6. CHIEF LIBRARIAN UPDATE

a. Chief Librarian Beck updated the Board of the following:

- This upcoming Saturday from 11am - 4:30 pm, there will be a scaled-down online version of the annual Libcon event.
- Since July 1st there have been 1,000 new E-card registrations.
- Collection development manager, Kathy Curley is working on the Diverse Voices grant that highlight diverse cultures, cuisines and countries. The grant will be implemented at the Main Library.
- Congratulations to Chair Gary R. Johnson for his re-appointment and to T. Ndavu for his appointment as Vice Chair.

7. BOARD MEMBER COMMENTS AND SUGGESTIONS

Board Member E. Ndavu said that she is looking forward to the new year and that Glendale Library has proved themselves able to cope in times of pandemics and dire situations.

Board Member Kukowski asked if Chief Librarian Beck could speak about other civic-minded events such as the recent Franks Talks event that was recently held.

Chief Librarian Beck informed the Board that at the following meeting he will discuss and identify additional civic-minded programs.

8. NEXT MEETING

The next regular meeting of the Library Advisory Board will be held on February 10, 2021 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

Board Member Kukowski moved, Vice Chair T. Ndavu made the second, to adjourn the meeting at 6:30 p.m. Motion carried 6-0.

Motioned by Board Member Haydee Kukowski, seconded by Vice Chair Timothy Ndavu

AYE: Chair Gary Johnson

Vice Chair Timothy Ndavu

Board Member Diane Kocur
Board Member Eva Ndavu
Teen Lauren Snair
Board Member Haydee Kukowski

Passed

The Library Advisory Board meeting minutes of _____, 2021 were submitted and approved this ____ day of _____, 2021.

Kayla Martinez
Recording Secretary