

DRAFT



MINUTES

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

**APRIL 14, 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

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. APPROVAL OF MARCH 10, 2021 MINUTES

Board Member Snair made the motion, Board Member Kocur made the second to approve the March 10, 2021 Library Advisory Board meeting minutes as written. Motion 6-0.

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

AYE: Chair Gary Johnson
Vice Chair Timothy Ndavu

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

Passed

5. NEW BUSINESS

a. FY2021-22 LIBRARY ADVISORY BOARD MEETING SCHEDULE

Chief Librarian Beck presented Board Members with the tentative FY2021-22 Library Advisory Board meeting schedule and future Board Retreat date options.

After further discussion, Board Members agreed to move forward with the August 28, 2021 Board Retreat date and agreed to the remainder of the schedule.

Board Member Kocur made the motion, Board Member Snair made the second to approve the FY2021-22 Library Advisory Board meeting schedule. Motion 6-0.

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

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

Passed

b. LIBRARY FACILITIES AND SERVICES REOPENING APRIL 19th

Chief Librarian Beck provided the Board an overview of Phase 3 reopening plans:

- Through our custodial vendor, safety cleaning will continue at all branches.
- There will freestanding hand sanitizing locations available at each branch.
- The Main Library's public service desk will be relocating to the self-check machine desk.
- Foothills' public service desk will be relocating to their self-check machine desk as well.
- Implementing 'Greeter' and 'Roving' services to better help customers.
- Virtual programming will continue.
- Masks will no longer be mandated after April 19th. Patrons and staff will have the option to continue wearing a face mask as a personal choice.

6. CHIEF LIBRARIAN UPDATE

- a. Chief Librarian Beck updated the Board of the following:
- Due to patron survey results and statistical analysis, the library will be modifying its hours to better serve patrons on days most heavily visited, which were Friday through Monday.
 - Sunday hours will be added to all four library locations.
 - Saturday's hours were extended from 12-5 p.m. to 10-5 p.m.
 - Dedicated adult evening programming will take place on Monday nights.
 - All four branches will have the same consistent hours.
 - 12 operational hours will be added per week when compared with the old hours of operation.
 - The Mayor will be presenting a proclamation for Libraries Reopening/National Library Week that will be held at Velma Teague Library on April 19th. Board members were invited to attend.
 - There have been over 35 new volunteers recruited by the Volunteer Coordinator.

7. **BOARD MEMBER COMMENTS AND SUGGESTIONS**

Vice Chair T. Ndavu asked if the new hours are a temporary measure or modified to fit patrons' needs as they come. Chief Librarian Beck informed the Board that the new hours are to be considered permanent moving forward.

Board Member Kocur asked about the letter that was done in the past for retirees and something we are still doing. Chief Librarian Beck informed the Board that he would follow up at the next meeting.

Board Member E. Ndavu suggested that The Heroes Regional Park Branch be considered for some shading options. Board Member E. Ndavu also asked for details regarding the brick fundraiser at Heroes Regional Park. Chief Librarian Beck informed that he would follow up at the next meeting.

Board Member Kukowski asked what the Proclamation ceremony typically involves. Vice Chair T. Ndavu informed Board Member Kukowski that the Proclamation ceremony is held during National Library Week when the Mayor will read the proclamation at City Council.

8. **NEXT MEETING**

The next meeting of the Library Advisory Board will be held on May 12, 2021, at 6:00 p.m. in the Library Board Room of the Main Library, located at 5959 W. Brown St., Glendale, Arizona, 85302.

9. **ADJOURNMENT**

Vice Chair T. Ndavu made a motion, Board Member Snair made the second to adjourn the meeting at 6:32 p.m.

Motioned by Vice Chair Timothy Ndavu, seconded by Teen Lauren Snair

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