

DRAFT MINUTES

**Library Advisory Board Retreat
Glendale Public Library
Main Library– Board Meeting Room
5959 W. Brown St
Glendale, Arizona 85302
September 8, 2021 6:00 p.m.**

1. Call to Order

Chair Gary R. Johnson called the meeting to order at 6:07 p.m.

2. Roll Call

Present: Chair Gary R. Johnson, Board Members: Bernice Harris, Diane Kocur, Haydee Kukowski, Eva Ndavu via Zoom and Lauren Snair

Absent: Vice Chair Timothy Ndavu

Staff in Attendance: Michael Beck, Chief Librarian; Dawn Ferro, Library Administrator; Michael Schor, Librarian, Esther Peneff, Administrative Support Specialist

3. Citizen Comments

None.

4. Approval of Minutes

a. Action: Approval of the August 28, 2021 Minutes

Member Kocur had asked if the portion should be stricken or revised regarding page 4, under question 4, where she asked to see more outreach to retirement/assisted living centers and teen programs since it was listed as the third draft goal.

Board Member Eva Ndavu made the motion, Board Member Bernice Harris made the second to approve the August 28, 2021 Library Advisory Board meeting minutes as amended with the following changes:

- Correct spelling of Member Diane Kocur.
- Pg 3 Sec. c, Question 1-Member Eva Ndavu asked considering the new Census Report, are we still offering enough services for the current amount. Chief Librarian Beck stated that he did not think the full, detailed Census Report was out yet and thought that it may be out in October. Library does look at the demographic information and he will report back.
- Pg 3 Sec. c, Question 2-Member Harris would like to see computer in study rooms for high schoolers.
Member Snair had trouble with the online catalog, and it is not accurately showing what the library has.
Member Kukowski asked if there is a partnership with other libraries if one of ours doesn't have the item. Chief Librarian Beck stated that there is the "Inter Library Loan Program" and provided additional detail.
- Pg 4, Question 4-Vice-Chair Tim Ndavu asked to advance youth programs.

Motion approved 6-0.

5. New Business

a. IDEA CENTER PROGRAMS, TECHNOLOGY and TOUR (Informational Only)

Chief Librarian Beck introduced Michael Schor, Librarian. Librarian Schor stated that he had a mission to open a career center and began the PowerPoint presentation on the Idea Center displaying numerous slides showing before and after photos. Librarian Schor asks if there are any questions. Member Kocur asked if any reservations or appointments are needed. Librarian Schor stated that no appointment is needed but must sign equipment out, however, it must be used in the center.

Chief Librarian Beck stated that the space was a teen area and repurposed the area to a small business center.

b. LIBRARY SERVICE UPDATES IN RESPONSE TO COVID-19 (Informational Only)

Chief Librarian Beck stated that there have been 1.3 million views and in person which is part of the Hybrid programming that is being offered both and in person and virtual programming.

- 80,000-90,000 people annually as part of the Hybrid programming
- Continue digital hot spots
- Website has the most accurate record of our programming (2,000-3,000 per year).
- Limited print run of the programming and are at service desks

Chief Librarian Beck stated that the August numbers are not in yet but holding strong. Typically, June, July and January are the biggest months.

Chair Johnson asked if there were any questions. No questions.

6. Chief Librarian Update

Chief Librarian Beck updated the Board of the following:

- August 12th the Census report was released
- Working with staff to see if computers can be placed into study rooms
- We will begin rotation of Library Advisory Board meetings to be held at the other branches
- Additional library magnets (locations and hours) will be ordered
- Foothills Library – Semi Annual Book Sale to be held on Saturday, October 2, 2021 (10:00 a.m.- 4:00 p.m.) in the Road Runner Room. Volunteers are very helpful by running the sale and restocking the shelves.

7. Board Member Comments and Suggestions

Member Kocur asked about the organizational chart. Chief Librarian Beck stated that there will be additional employees coming onboard soon and then he will update.

Chair Johnson stated the next meeting location.

8. Next Meeting

The next meeting of the Library Advisory Board will be held on October 13, 2021, at 6:00 p.m. in the Hummingbird Room of the Foothills Library, located at 19055 N. 57th Avenue, Glendale, Arizona, 85308.

9. **Adjournment**

Board Member Kocur made a motion, Board Member Snair made the second to adjourn the meeting at 7:04 p.m.

Respectfully submitted,
Esther Peneff