



MINUTES

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

**SEPTEMBER 14, 2022
6:00P.M.**

1. CALL TO ORDER

2. ROLL CALL

Present: Gary Johnson, Chair
Timothy Ndavu, Vice Chair-via Zoom
Eva Ndavu, Board Member
Diane Kocur, Board Member
Haydee KuKowski, Board Member
Lauren Snair, Teen

Also Present: Michael Beck , Chief Librarian
Dawn Ferro, Library Administrator
Esther Peneff, Administrative Support Specialist

3. CITIZEN COMMENTS

None.

4. APPROVAL OF THE MINUTES

- a. Board Member Lauren Snair made the motion, Board Member Diane Kocur made the second to approve the August 10, 2022, Library Advisory Board meeting minutes.

**Motion approved 6-0.
Library Advisory Board Minutes of August 10, 2022.**

5. NEW BUSINESS

- a. **RY ADVISORY BOARD FY 2022-2023 ACTION PLAN**

Chief Librarian Beck stated that there was an action plan worksheet that was sent out earlier to assist with discussion for the upcoming year. Recap on the previous fiscal year goals; advocate on the continuous expansion of programming, develop special needs

programming-all ages, develop more programming for assisted living in senior centers, increase awareness of library services with other government agencies. The board can develop new goals or revise the previous goals. Chair Johnson asks if there are any questions.

Member Kukowski asked about questions 3-5 if that is from the Community Assessment focus group. Chief Librarian Beck stated yes and suggested starting with the first question and go round-robin for each question. We would have further discussion and then vote on the specific goal.

Member Kocur asked if there is any overview of the Community Assessment findings. Chief Librarian Beck stated that the library and city leadership are still working on the development of the draft. There is a lot of emphasis on youth, teen, and adult programs. Some pop culture events like Libcon can be blended for more family centric programs. The library recently worked with the public housing complex to place a mini library in their waiting area.

Chair Johnson asks if there are any questions.

Member Kocur wasn't sure if this is one of our goals but recommended staggering programming nights and extending hours. Chief Librarian Beck stated that it was another recommendation, but it is a more of administrative aspect due to budgeting. The good news is that we are open seven days a week.

Chair Johnson asked to go over the Action Plan Worksheet Goals. Chief Librarian Beck starts with;

Question 1 – What services or programs do you like most about the Glendale Public Library?

Member Kocur – appreciates the community-based programs, family centric programming, including special needs.

Member Snair – likes book sales and book boxes

Member Kukowski – book clubs and the librarians are great

Member Eva Ndavu – appreciates the summer reading programs for all age groups, digitalization progress and book clubs

Vice Chair Tim Ndavu – appreciates the laptop and mobile hot spots

Chair Johnson – appreciates the outreach programs, book clubs, having a positive relationship with the community.

Question 2 – What services or programs do you feel need to be improved?

Member Kocur – expand book club and awareness of book clubs and book boxes

Member Snair – improve the website because it is slow and doesn't have a good search engine.

Member Kukowski – agrees with improving the website

Vice Chair Tim Ndavu – nothing at this time

Member Eva Ndavu – more effort into the virtual program and improve the sound quality. Harder for seniors if there are issues. Expand services for seniors and continuing programs for special needs. Chief Librarian Beck stated that we continue to make efforts for senior citizens and those with special needs. Former board Member Harris suggested putting computers in the study room, which has been done. We continue to make efforts in the senior communities. It is based on the comfort level of each senior facility, keeping in mind that COVID is still a concern.

Chair Johnson – expansion on technology, improve sound quality, continuing to reach out to additional community members and sustain partnerships with businesses to expand programs.

Question 3 – Based on your conversations with the Community Assessment consultants,

what initiatives or services would you like to see the library offer residents in the future?
Member Kocur – there are so many services already but possibly the assisted living places or those with special needs.

Member Snair – additional outreach because some people are not aware of the programs.
Member Kukowski – mini library with food pantry. There are programs that the city might be doing already but not aware of.

Member Eva Ndavu – environmental participatory events such as story time in the park. It might work at certain times of the year.

Vice Chair Tim Ndavu – no comment. He did not meet with the consultants.

Chair Johnson – restructure existing programs to make more fluent. There are many programs in place already, so this is a difficult question for the members.

Question 4 – Based on your conversations with the Community Assessment consultants, what facility attributes or features would you like to see the library offer residents in the future?

Member Kocur – story board at the Foothills Library is wonderful and should be at all the branches. Chief Librarian Beck stated that we received a grant which provided the story board. There might be other opportunities in the future.

Member Kukowski – update furniture

Member Eva Ndavu – there is a need for small meeting rooms at the Velma Teague library. Chief Librarian Beck stated that was one of the recommended suggestions.

Vice Chair Tim Ndavu – charging stations for electric vehicles

Chair Johnson – expand meeting rooms or business center.

Member Kocur asked if the city is going to renovate the Velma Teague library. Chief Librarian Beck stated that it is part of the Capital Improvement Plan Project. The building is fifty-one years old and will have to rely on multiple departments' involvement. Over the years it has been renovated, but it will be addressed.

Question 5 – Based on your conversations with the Community Assessment consultants, what key takeaways did you learn about the Glendale Public Library or new ideas regarding the library of the future?

Member Kocur – expansion (spaces, books, programs)

Member Snair – little libraries

Member Kukowski – potential app to check out books

Member Eva Ndavu – expansion of the facilities, especially Velma Teague and Heroes. Heroes is too small, and more space is needed.

Vice Chair Tim Ndavu – solar panels besides charging stations, expand digital collection.

Chair Johnson – curious to see how expansions will come to fruition.

Chief Librarian Beck commented that the summary consensus is based around family centric programs, outreach programs, senior center, improve and expand on what we have, little libraries and expand virtual programming.

Member Snair asked if we could have one of our goals to improve website. Chief Librarian Beck stated that he can bring the concerns to the IT department and management, but it is outside the goals for the library.

Vice Chair Ndavu suggested a book mobile and possible outreach at crisis centers.

Action Plan Goals:

- 1) Advocate for continued expansion of community-based and family centered programming
- 2) Expanding outreach to assisted senior and living centers, including book clubs and book boxes.

- 3) Recommended development of mini libraries in city facilities, group homes and various locations
- 4) Improve on existing programs. Expand and perfect virtual technology digitalization, and implementation of mobile phone app.
- 5) Awareness improvement.

Chair Johnson asked if the library has a media person. Chief Librarian Beck stated yes, we have Merideth Jenson-Benjamin, Librarian, and work with several other departments on marketing.

Chief Librarian Beck stated that we do have a currier service that could possibly take books to different locations.

Member Eva Ndavu visited a library over the summer, and they had a mobile bike library, Bike Book Brigade.

Board Member Eva Ndavu made the motion, Board Member Haydee Kukowski made the second to approve the August 10, 2022, Library Advisory Board meeting minutes.

Motion approved 6-0.

6. CHIEF LIBRARIAN UPDATE

- a. Chief Librarian Beck updated the Board of the following:
 - Saturday, September 24, 2022 – Annual Standup for Veterans will be held at the AZ Christian Center from 8 a.m. – 1 or 2 p.m.
 - Book Sale – coming in October
 - Dawn Ferro working on a project for all staff to have mobile walkie-talkies, which will provide better customer service and safety. This will be implemented possibly in mid-October.

7. BOARD MEMBER COMMENTS AND SUGGESTIONS

8. NEXT MEETING

The next regular meeting of the Library Advisory Board will be held on October 12, 2022 at 6:00 p.m., in the Board Room of the Main Library, located at 5959 W. Brown St., Glendale, Arizona, 85302.

9. ADJOURNMENT

The Library Advisory Board meeting minutes of September 14, 2022, were submitted and approved this 12th day of October 2022.

Esther Peneff
Recording Secretary