

DRAFT



**LIBRARY BOARD OF TRUSTEES
REGULAR MEETING**

Library Crystal Room, 3rd Floor
7401 E. Skoog Blvd., Prescott Valley, Arizona 86314, at 5:30pm

**MEETING MINUTES
September 8, 2026**

Present: Karen Rauls, President
Ann Boles, Trustee
Krysta Ayres, Trustee
Lisa Gonzalez, Trustee
Absent: Debbie O'Brien, Vice President
Jim Lawson, Secretary

1. CALL TO ORDER

President Karen Rauls called the meeting to order at 5:32pm.

2. ROLL CALL AND RECORDING OF VOLUNTEER HOURS - Secretary

3. LIBRARY STAFF VISITATION

Library Operations Manager, Joslyn Joseph; Library Admin Services Manager, Faith Cody.
Reports discussed under Management Report.

4. APPROVAL OF MINUTES

a. Meeting Minutes of August 4, 2026 Consideration & Possible Action (Approve)

Meeting Minutes were updated to add clarification to item 10. Line a. President Rauls called for a motion to approve the minutes as updated.

Motion by Trustee Krysta Ayres, seconded by Trustee Ann Boles to approve the Meeting Minutes of August 4, 2026 as corrected.

AYE: President Karen Rauls, Trustee Ann Boles, Trustee Krysta Ayres, Trustee Lisa Gonzalez

Other: Vice President Debbie O'Brien (ABSENT), Secretary Jim Lawson (ABSENT)

4 - 0 Passed

5. CORRESPONDENCE - Secretary

No correspondence to report.

- 6. CALL TO THE PUBLIC:** At this time, any member of the public is allowed to address the Library Board of Trustees on any issue within the jurisdiction of the Board. The speaker may have up to five (5) minutes to speak. Those wishing to address the Library Board of Trustees need not request permission in advance. Action taken because of public comments will be limited to directing staff to study the matter or rescheduling the matter for further consideration and decision at a later date.

No member of the public was present.

7. FRIENDS OF THE PRESCOTT VALLEY PUBLIC LIBRARY REPORT

President of the Friends of the Library, Diane Jordan, provided a report read by Library Operations Manager Joslyn Joseph. The DVD sale in August was very successful. Over 35 boxes of movies were sold. eBay sales have reached 192 with a net amount of \$3,515. This is the most eBay sales the Friends have ever had. Next month the Friends will be working on the 2027 budget (FOL budget cycle is January through December.)

8. MANAGEMENT REPORT: Budgets, Grants, Monthly Report, Security - Library Management

a. Budgets

Funds are in their correct accounts, POs are being set up and orders placed.

b. Grants

Funds have been received for the LSTA grants, allowing projects associated with the grants to be started. Heidi Tyler, Community Resource Specialist, funded by the Pathways to Support LSTA Grant will be moving out of state this month to be closer to her family. She helped to introduce the Library Managers to her successor, Sarah Twombly, who comes with a wonderful background in social work, hospice care, teen counseling, and counseling with victims of domestic abuse. In the coming months, we will have her at a Board meeting to introduce herself. Heidi has established a strong presence in the community and will be missed.

c. Library Monthly Report

No questions were raised about the July Monthly report.

d. Security

Operations Manager Joseph reported only minor issues with the young people coming into the library after school. They continue to be more manageable than in past years. Security personnel are staying ahead of issues by establishing relationships with the young people and maintaining Security staff's visibility within the facility.

e. Other Library Management

Operations Manager Joseph reported on the following:

Summer Reading results: **TEEN** - Teen Summer Reading had 138 participants who logged 127,145 reading minutes. Highlights included Jurassic Cupcake Wars, a juggling workshop, and a henna workshop. **YOUTH** — Youth Summer Reading welcomed 743 participants who logged 533,567 reading minutes. Youth Services hosted 48 events with 3099 total attendance, including the popular Fantastic Foam Party. **ADULT** — Adult Summer Reading had 344 participants, with nine programs drawing 149 attendees. Highlights included West African music and Taiko drumming.

Bibliotheca — the YCFLD's designated AMH vendor, is still fine-tuning their plan, clarifying the library's needs and expected costs. GoPrint and Cybrarian will soon be replaced by Envisionware, consolidating into one vendor for patron printing and computer time use and reservations. Envisionware should roll out by the end of October.

Skylights have been sealed up and are being checked to eliminate water leaking into the building.

Personnel updates: Chanel Wheeler has announced her retirement as of December 1st. The cataloging position will soon be posted with the plan to have an overlap to allow for training prior to Chanel's departure. Alex (Alexandria Campo) started with the Circulation Team. The part-time Admin position has been filled with the hiring of Angie Poland, starting September 14th. Alex and Angie will be introduced to the board in the coming Board meetings.

9. TRUSTEE COMMITTEE REPORTS

No committees.

10. UNFINISHED BUSINESS - President

a. Trustee Attendance at Public Events

None reported.

b. National Trustee News Items

Admin Manager Faith Cody reminded Trustees the United for Libraries virtual conference

sessions can be viewed in the library. Trustees can schedule a time with her to view specific sessions.

c. Attendance at Prescott Valley Public Library Events and Programs

President Rauls attended Chair Yoga in the library and was impressed with Lori's instruction and the care she provided. She also attended the Teen & Tween program: Cyanotype Printing. Sophie and Riley, library staff, did a great job coordinating this program and had beautiful results with the participants.

d. Library Staff Appreciation

Discussion continued for the October 28th date to show staff appreciation. Trustee Gonzalez shared a theme of *Freshly Boo-ed* - coffee/cocoa bar. Plans will be finalized at next month's meeting.

11. NEW BUSINESS

a. Amended Bylaws Consideration & Possible Action (Adopt)

With the addition of a few punctuation marks and questioning the need to underline a line item, the Board emphasized the requirement to meet monthly to include both July and December. President Rauls called for a motion to approve the updated Bylaws.

Motion by Trustee Ann Boles, seconded by Trustee Krysta Ayres to approve the updated Bylaws with the punctuation updates.

AYE: President Karen Rauls, Trustee Ann Boles, Trustee Krysta Ayres, Trustee Lisa Gonzalez

Other: Vice President Debbie O'Brien (ABSENT), Secretary Jim Lawson (ABSENT)

4 - 0 Passed

12. REQUESTS FOR AGENDA ITEMS FOR NEXT MEETING

- a. Introduction of Alex Campo and Angie Poland, new Library Staff
- b. Staff appreciation plan

13. ADJOURNMENT

Motion by Trustee Krysta Ayres, seconded by Trustee Lisa Gonzalez to adjourn the meeting at 5:53pm.

AYE: President Karen Rauls, Trustee Ann Boles, Trustee Krysta Ayres, Trustee Lisa Gonzalez

Other: Vice President Debbie O'Brien (ABSENT), Secretary Jim Lawson (ABSENT)

4 - 0 Passed

APPROVED:

Karen Rauls, President

CERTIFICATION I hereby certify that the foregoing are the true and correct minutes of the Prescott Valley Library Board of Trustees meeting held on _____, 2026. I further certify that a quorum was present.

Dated this _____, 2026.

Faith Cody, Administrative Services Manager