



Meeting Minutes Library Board

Tuesday, January 22, 2019

12:00 PM

Public Library

1. Call to Order/Roll Call

- Present** 5 - Board Member Marilyn Menish-Meucci, Board Member Alec McMurren, Board Member Barbara Fish, Board Member Cynthia McDonnell, and Board Member Chelsea Tremblay
- Excused** 2 - Board Member Elizabeth Thompson, and Board Member Mary Koppes

2. Approval of the Minutes

approved

Attachments: [LIB012219-1. Minutes](#)

3. Amendment & Approval of Meeting Agenda

Items added to agenda:

8d. Assembly meeting

8e. Reading Challenge Data

approved as amended

4. Visitors Views Related/Unrelated to Agenda

5. Staff Report

Star library: The library received a 4 star (up from 3 stars last year) ranking this year in Library Journal's annual ranking index. The LJ Index rates U.S. public libraries based on selected per capita output measures (checkouts, library visits, program attendance, and public computer use). This is the 6th year since 2009 we've achieved a star ranking.

Alaska Digital Stewardship Intensive: I'll be taking a 4 month long distant class offered by the Alaska State Library and created by the Center for Digital Scholarship and Curation at Washington State University. It is designed to introduce staff in small cultural institutions to all aspects of the digital stewardship lifecycle. The outcome will be a digital collections policy for the library and better stewardship of our Listening Project and Petersburg Pilot archives as well as a framework for how to take on new digitization projects.

Internship application approved: We will have another library school intern next summer. For our FY19 Internship Project we will use the book Useful, Usable, Desirable: Applying User Experience Design To Your Library to improve the quality of our users' interactions with and perceptions of the

library as a whole, both the virtual and physical experience of our library. The goals of the proposed project will be to:

- find out how our users interact with and use the library's services, facility and resources
- provide insights into what our users value about the library and what they do not
- make small changes immediately as issues are identified
- incorporate longer range changes into the library's Service Plan

The project will assist us in our efforts to find ways to place our users at the heart of what we do. The result will be a richer experience and more responsive library for our users and our community.

Winter Reading Challenge: We met our original goal of 30,000 minutes in the first 10 days of the program so on the 11th day we issued a second challenge for Petersburg to read 100,000 minutes. This challenge was met by the 20th day of the program so our new goal is 150,000. Over 250 people have signed up and nearly 200 are tracking their reading.

Other Programs

- Basketry Presentation & Workshop with Kathy Rousso: This went very well, we hope to have her back next year to teach another class.
- Writing Workshops: Orin's writing workshops are full to capacity. Some of his students have successfully submitted pieces for publication.
- Curiosity Creates: Back on a weekly schedule after a break for the holidays. This used to be a drop-in program and we have recently changed it to limit class size to 16. This allows the instructor to offer a higher quality of programming to participants.
- Dream. Plan. Live: Cynthia Wallesz be teaching an evening class on Jan 31 that will guide participants through exercises to clarify and organize the personal and professional goals they want to accomplish this year.

discussed

Attachments: [LIB012219-2. Report](#)

6. Unfinished Business

a. Service Planning Sessions

discussed

b. Meeting Room Policy

Added: "and may be asked to provide proof of insurance"

Deleted: "An attendance count must be given to the staff person on duty at the library at the end of each meeting"

approved

Attachments: LIB012219-3. Meeting Room Policy

c. Decolonizing Alaska Exhibit

The exhibit was a remarkable event and unlike anything we have done at the library. It expanded our horizons about how far the library could stretch and reach for innovative programs and it also expanded the horizons of those who viewed it. Throughout the month that the exhibit was on display the library had 800 more visitors, 1500 more check outs than the same month in the previous year. While it's hard to say if the relationship to the exhibit was causal, there was a certainly a correlation. We saw people come back again to spend time with their favorite pieces. After viewing the exhibit, many would bring back friends and family. We saw many new faces come through to view the exhibit and others, just because they were using the library, stumbled on to pieces that caught their imagination. Perhaps most exciting was seeing the children who came to the library and their reactions to these unexpected experiences. We learned many valuable lessons about how to host exhibits in the future. Survey comments are included in the packet.

The Board discussed a comment made by one of the speakers at the opening that was considered overly political by some audience members.

discussed

Attachments: LIB012219-4. Decolonizing Alaska Survey

7. New Business

a Board Member resignation

Member Koppes has announced her resignation from the Library Board, she will be moving away.

discussed

b. Art Education Endowment Annual spendable amount letter

\$1,394 - 2019 spendable amount

\$1,775 - Unused spendable amounts from previous years

\$3,169 - Total spendable amount

It is a requirement of the Art Education Endowment that the spendable amount letter be shared with the Board annually

discussed

Attachments: [LIB012219-5. AEE Spendable Amount Letter](#)

c. FY20 General Fund Request

A status quote budget was review. Increases are due to benefits increases (15%) and Union negotiated wage increases. Cuts to library hours are not reflected in this budget. They will be discussed again by the Assembly in April. The Capital Budget will be available at the March Board meeting. The Library Director noted that extra funds would not be needed for bathroom cleaning this year.

approved

Attachments: LIB012219-6. FY20 General Fund Request

8. Discussion Items**a. Friends of Petersburg's Libraries Updates**

Member Fish reported that in 2018 Friends Book Sales brought in roughly \$1,500.

discussed

b. Comments/ideas from public and Board members

Member McDonnell brought the idea of 'Teen Tech Help' from the Olympia Public Library system.

discussed

c. Next regular Board meeting: Monday, March 18 at noon?

March 18 is a tentative date, pending confirmation of a quorum two weeks prior to the meeting.

discussed

d. Assembly Meeting

Members Fish, Tremblay and McDonnell all spoke at the meeting. Members of the public submitted letters to the assembly. There was some discussion about having a Library Board Open House at the April book sale.

discussed

e. Reading Challenge Data

Member Tremblay requested more information about how the company who owns the software the library is using for the 2019 Winter Reading Challenge uses the data it collects. The Library Director will look into this and report back at the next regular meeting.

discussed

9. Adjournment