



Petersburg Borough

12 South Nordic Drive
Petersburg AK, 99833

Meeting Agenda - Final

Library Board

Tuesday, November 13, 2018

12:00 PM

Public Library

1. Call to Order/Roll Call

2. Approval of the Minutes

Attachments: LIB111318 - 1. Minutes

3. Amendment & Approval of Meeting Agenda

4. Visitors Views Related/Unrelated to Agenda

5. Staff Report

- *Thanks to everyone who helped out/took part in the Decolonizing Alaska reception!*
- *Writing classes are going very well and we have added more in response to the demand.*
- *Stained glass project: Pia will talk to Debi about the feasibility of the project. I've invited them to come to a future meeting and discuss the concept*

6. Unfinished Business

a. Meeting Room Policy Review

The aspects of the policy that need to be considered are:
1/booking the room when the library is not open & subsequently staffing bookings outside of library hours
2/ fee structure for bookings outside of library open hours.
3/ Insertion of "Proof of insurance may be required to confirm booking" language

*(**EXAMPLE ONLY**)*

The Community Room is available on a limited basis prior to library open hours conditional on:

- *a staff member able to be present*
- *pre-payment of a fee (\$XX per hour)*
- *hours available: 8-11am Monday - Friday*
- *requests of this nature must be made no less than 30 days prior to event*

Attachments: LIB111318 - 2. Meeting Room Policy

7. New Business

a. FY20 Budget

The Borough Manager has requested that both Parks & Rec and Library cut public open hours by 8 hrs per week in the FY19/20 Budget. He is not necessarily expecting this to reduce expenses immediately but will allow us to have more flexibility in this area when we evaluate whether or not to replace positions when or if people leave. With expected revenues to continue to drop, we will need to be especially focused on where we can reduce expenses. Staff will also be taking a hard look at any programs we currently offer that take large amounts of staff time with special attention paid to those that have limited participation from the community.

b. Art Education Endowment Contribution

Diane Kaplan, CEO of the Rasmuson Foundation has contributed an \$8,000 CEO Discretionary Grant to the Arts Education Endowment. This comes after John McCabe, founder of the endowment, wrote her a letter telling the Foundation about the fund and inviting the Foundation to make a contribution. The balance of the fund is now \$70,218.

c. Fine Revenues Report

*2018 overdue fines to date : \$1,826.09/218 transactions
(Does not include damaged or lost item fees)*

8. Discussion Items**a. Friends of Petersburg's Libraries updates****b. Planning Session Dates**

*Saturday, Feb 23 - possible meeting with Friends
Sunday, Feb 24 - Board/Staff Workshop 9 am - 3 pm
Monday, Feb 25 - Board/Staff Workshop 8 am - 10 am (library closed)*

c. Date for next regular meeting**9. Comments/Ideas from public & Board members****10. Adjournment**