



Meeting Minutes Library Board

Wednesday, September 26, 2018

6:30 PM

Public Library

1. Call to Order/Roll Call

Present 6 - Board Member Marilyn Menish-Meucci, Board Member Elizabeth Thompson, Board Member Chelsea Tremblay, Board Member Alec McMurren, Board Member Barbara Fish, and Board Member Cynthia McDonnell

Excused 1 - Board Member Mary Koppes

2. Approval of the Minutes

approved

Attachments: [Minutes from May 30 meeting](#)

3. Amendment & Approval of Meeting Agenda

Member Tremblay added a discussion item concerning adding content from the Director's PowerPoint presentation to the website.

approved as amended

4. Visitors Views Related/Unrelated to Agenda

5. Staff Report

Staff changes - After 5 years without any staffing changes, we had some major ones this summer. Debbie Eddy & Kim Taylor left their positions. Jodie Morrison and Heather Canik have been hired to replace them. Our maintenance person (shared with Pars & Rec), Ira Morgan, also left his position this summer.

Library School Intern - Veronica Bilenkin, our Library School Intern from New York State, successfully evaluated, weeded and inventoried the entire children's collection. She also recommended books to purchase to address collection gaps and went on to catalog this material. She also reclassified many books. As a result, the collection looks open, browsable and clean. We are very happy with the results. She created and delivered children's programs and even spent some time evaluating and developing our teen and adult graphic novel collection. We all loved having Veronica on staff and are sad to see her go. She really embraced living in Petersburg and we thoroughly enjoyed having her.

Summer Report

- We saw a 27% increase in items checked out in July and August, when compared to 2017. 8,500 items were checked out in August, more than any single month the library's history.

- There was a noticeable increase in the number of tourists and travelers using the library. Unfortunately, our door counter was down for most of August, so exact traffic numbers are not available.
- Things went quite smoothly despite the increased use, we had very few behavioral problems.
- Having janitorial service every other day with roughly 300 hundred visits per day was probably our biggest issue. I'm looking into having the bathrooms and garbage cleaned more frequently next summer.

Summer STREAM It was another great summer! 1,028 learning challenges were completed, and 2,068 hours of reading logged. 1 in 2 kids in elementary school took part in the program. Donations were up, topping over \$6000. Our biggest problem this year was with the online program that we use (Wandoo). As a result we are in the process of switching to new online product for the program (Beanstack).

Miscellaneous....

- We rolled out reusable blue bags at the front desk when you check out material. When items are returned, the blue bag is returned with them so we can use it again. We hope you like this change! Let us know what you think.
- The library is now on Instagram.
- At the invitation of Joyce Cummings (First Bank) I gave a presentation to the Rotary Club in August. It was similar to the one presented to the Assembly in May.
- Due to a combination of staff turnover and previously approved leave time, we needed to be closed for a few days in Sept. I took advantage of the situation to have a variety of maintenance activities done. These included carpet cleaning, upholstery cleaning, recoating the sale tile floors and deep cleaning/window washing.
- Both Jessica and I had the chance to attend that American Library Association Annual Conference this summer in New Orleans.
- I attended the Members Council meeting to the Alaska Library Consortium in Anchorage. Starting Nov 1 we will again begin lending DVDs to other ALC Libraries for a six month period.
- Rick Braun has kindly stepped up to help coordinate our covered shelter project. Details will be forthcoming as progress is made.

Decolonizing Alaska

Previously scheduled for Feb 2019, the exhibit is now scheduled for Nov 2-30. Lots of movement...

- We found out in August that the shipping costs would be over \$4,000. Barry Morrison (Trading Union owner/manager) stepped in immediately and offered to pay all shipping costs. It is an incredibly generous offer and a huge relief to us.
- I attended the Sept 13 Petersburg Indian Association Board Meeting to invite board members and answer questions.

- The opening event is scheduled for Friday Nov 2 at 6:30 PM. It will be a 'progressive' event, starting at the library and ending at the Museum.
- Lizzie Walsh, the Museum's new Director, will assist Jessica with the installation and packing of the exhibit (likely to be a big job). The exhibit curator, Asia Freeman (Homer), will be here for the installation and opening event.
- It is expected that one of the artists from the exhibit will come to town to host a workshop, details for this have not yet been finalized.

Other Programs

- Manhattan Short Film Festival will be held Friday Sept 28
- Curiosity Creates starts up in October and will run every week
- Yoga will continue through the fall

discussed

Attachments: Director's Report

6. Unfinished Business**7. New Business****a. Oct 2018 Borough Election**

Incumbent candidates Chelsea Tremblay and Mary Koppes are running uncontested, voting day is Oct 2.

discussed

b. Meeting Room Use Policy

There was some concern that accepting UnCruise booking this summer contradicted the library's existing meeting room policy. To have an equitable policy, the arrangement offered to UnCruise would need to be offered to all users and this is not currently the case. The Board will review the library's meeting room policy at a future meeting.

discussed

Attachments: Meeting Rooms Policy

c. Arts Education Endowment Reallocation of Funds

The Board unanimously approved to use funds to bring Ketchikan basket weaver Kathy Rousso to Petersburg in January 2019. .

approved

Attachments: [Arts Education Endowment Guidelines](#)

d. Arts Education Endowment Release of Funds

The Board unanimously approved a request to use \$1,000 of the fund to pay Orin Pierson to teach regularly occurring adult writing classes through the fall. Orin has recently attended the Amherst Writers & Artists Leadership Training.

approved

e. Stained Glass Project

In August Richard Mesmer (Northwest Art Glass) and Pierre Portman (Hollander Architectural glass) visited the library with Polly Lee and Debi McMahon to view their stained glass piece and have a tour of art in the library. The visitors suggested that the arctic entry would be an exceptional place for a major work of stained glass created Pia Reilly, Debi McMahon and Polly Lee. The Board is excited about the idea and requested that the Director invite

the project artists to a meeting for discussion of the concept. At this time, no funds are available for the project, the discussion would be non-binding and informational only.

discussed

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

Board member Fish reported that book sales have been going very well this summer.

discussed

b. Comments/Ideas from public & Board members

Board member Thompson commented on phone etiquette. Member Tremblay requested that information from the Director's PowerPoint (statistics, etc) be available on the library's website.

discussed

c. Discussion Items

The next Library Board meeting will be held Tuesday Nov 13 at noon. There was some discussion on possibly moving more future meetings to noon.

discussed

9. Adjournment