



# Petersburg Borough

12 South Nordic Drive  
Petersburg AK, 99833

## Meeting Minutes Library Board

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Wednesday, November 4, 2015

6:30 PM

Petersburg Public Library

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### 1. Call to Order/Roll Call

**Present** 6 - Board Member Marilyn Menish-Meucci, Board Member Alec McMurren, Board Member Barbara Fish, Chelsea Tremblay, Mary Koppes, and Brandy Mulbury  
**Absent** 2 - Board Member Mary Ellen Anderson, and Board Member Elizabeth Thompson

### 2. Approval of the Minutes

Attachments: LIB#15-031 - Minutes

### 3. Amendment & Approval of Meeting Agenda

### 4. Visitors Views Unrelated to Agenda

### 5. Visitors Views Related to Agenda

### 6. Staff Report

#### *New Crosswalk*

*There will be a flashing, reduced speed, School Zone sign at the 2nd Street crosswalk that is visible to traffic coming up the hill. A second flashing sign will be visible to traffic coming down the hill and will be place above 4th Street. Karl Hagerman (Public Works) believes that ADOT is trying to provide flashing signs for both crosswalks at 2nd and 3rd Streets but does not know when these will go in.*

#### *Digital Newspaper Archive*

*The Alaska State Historic Records Advisory Board has awarded a certificate of excellence to the library for the digitized and key-word searchable historic newspaper archive. Press release attached.*

#### *Inventory Closure*

*A closure Jan 19 has been tentatively scheduled to complete the inventory of our collection. The library is already closed Jan 18, so staff will work for 2 days on this project.*

#### *Senior Community Service Employment Program (SCSEP)*

*The Senior Community Service Employment Program (SCSEP) is a community service and work based training program for older workers. I am currently working with Catherine Hanson to bring her on at the library as a regular volunteer under this program.*

*Upcoming programs were discussed.*

**discussed**

Attachments: [LIB#15-032- Director's Report](#)

**7. Unfinished Business**

- a October 2015 Election: Welcome to our newest member Mary Koppes.**
- b PHS Student Rep: Welcome to Brandy Mulberry. She will replace Jasmine Ileremia as the PHS rep this year**
- c FY17 Budget/Library Hours: Several scenarios are available for Board review. These have been thoroughly discussed by staff and the consensus is that #4 is the preferred option, rather than the Monday closure that was previously discussed.**

*To absorb the proposed \$55K cut the library will need to cut 10 hrs per week. The idea of closing Mondays had been previously discussed. 4 possible ways this could be achieved was presented with the intent of provoking discussion. The pros and cons of each option were debated a length. It was generally agreed that there were benefits to retaining consistent opening/closing hours as we have now. It was also agreed that cuts should impact user groups (ie: AM users vs. PM users) equally rather than simply cutting all 11-12 or 7-8 hours. 11-12 is popular with young families and seniors while 7-8 is used more by teens and adults. There is no rush to make a decision on the hours. The scenarios were meant to generate discussion. The possibility of simply closing one day was revisited and was considered by some as the preferred option.*

*It was agreed that simple survey should precede the Board making a decision. The survey would present a simple choice: Should the library close one extra day a week, or shorten hours 6 days a week (resulting in fewer morning, evening and weekend hours).*

**discussed**

- d FY17 Budget Other Issues:**

- i. I am currently considering using the Parks & Rec janitor to clean the library. Preliminary estimates indicate that it would offer a significant cost savings.**
- ii. With our eRate subsidy we currently pay \$100 per month for internet service. We may see that rate increase dramatically in FY17.**
- iii. The overall draft budget will be presented in Dec or January for Board review.**

*A draft of areas the budget could be cut and impact it would have one hours was handed out. The Director is currently considering using the Parks & Rec janitor to clean the library. Preliminary estimates indicate that it would offer a significant cost savings. Further investigation is still required. If we make this change now, we still may need to cut it with the \$55K cut in FY17.*

*The cost of internet is also a substantial unknown in the FY17 budget. With our eRate subsidy (80%) we currently pay \$100 per month for internet service. We may see that rate increase dramatically in FY17. It may go as high as \$3000 per month after the eRate subsidy (\$15k without). The outcome will not be known until the eRate bid process is complete in the spring of 2016.*

**8. New Business****9. Communication****a Friends of Petersburg's Libraries:**

**i. Board member Menish-Meucci will report on the recent annual general meeting of the Friends.**

**ii. Volunteer Recognition: Lizzie has provided the cards and a list of volunteers has been drafted.**

- *Chelsea and Sally will be doing the holiday literary on Dec 19*
- *Read Across Petersburg – Carrie Enge's new book Crab Bait, author may be coming to town in Feb. The possibility to have a reception/signing in conjunction with the bookstore was discussed.*
- *The Friends will give \$25 gift certificates for regular volunteers. Tara will email a list of volunteers to Sue/Marilyn and the FOPL board will write cards.*

*Grants were awarded to the library for:*

- *A handmade writing desk for our early literacy space. Andy Cowan will make it.*
- *A Thousand Books Before Kindergarten program. When parents reach milestones the Friends will provide small token prizes.*

**discussed**

**b. Public Comments**

*Member Fish commented about a recent Fishing Wall donation. Community members can still have fish on the walls. The Endowment donation form is at the library front desk*

*The book shelf at the clinic was discussed as a possible place for the Friends to leave books.*

*It was suggested that the Friends mark the books with so that it can be seen how long it had been at sales. The idea of a date stamp for the volunteers to use was well received.*

*Positive comments were received from community member about the music in the stacks program.*

**discussed**

**10. Discussion Items****11. Adjournment**