



Meeting Minutes Library Board

Wednesday, March 25, 2015

6:30 PM

Public Library

1. Call to Order/Roll Call

Present 7 - Board Member Mary Ellen Anderson, Board Member Marilyn Menish-Meucci, Board Member Alec McMurren, Board Member Barbara Fish, Board Member Chelsea Tremblay, Board Member Sunny Rice, and Board Member Elizabeth Thompson

Excused 1 - Student Representative Jasmine Ieremia

2. Approval of the Minutes from the February 25, 2015 Library Board Meeting

approved

Attachments: [Minutes from Feb 25, 2015 meeting](#)

3. Amendment & Approval of Meeting Agenda

approved

4. Visitors Views Unrelated to Agenda

5. Visitors Views Related to Agenda

6. Staff Report

Landscaping

Phase 1: Hardscaping: At the March 2 Assembly meeting the contract for hardscaping was awarded to Reid Brothers Construction. I am in the process of finalizing the contract. Once this is complete a pre-construction meeting will take place that will outline a schedule for work. The contract stipulates that work must be complete by June 2016, so construction might continue into next year.

Phase 2: Order Plants: The landscape architect is currently finalizing the plant list. This list will be shared with Flower Farm and Chelan, both will be invited to provide an estimate.

Phase 3: Planting: Planting will not take place until 2016 and will be done under a separate contract.

Internet - We are in the process of signing a contract with GCI for a 22/2mbps unlimited line. As anticipated this is the same level of service that we currently have. We will continue with this for two reasons: 1/ This was the highest level of service offered by GCI and 2/With the coming budget shortfalls in FY17 the Borough Manager advised against a significant increase to any line item in the library budget. We have also been informed that this is the last year GCI will offer us unlimited service. Starting in July 2016 we will reach a cap and then pay overage fees. I have let PCS (the library's IT contractor) know this so that we can start to look for ways to mitigate the problem. It does appear that our public internet speed will continue to be an unresolved issue and frustration for the public in the coming years.

New Spanish Brochure

A volunteer in Florida helped us translate our brochure into Spanish. It is now available at the front desk.

Programs/Events

- One Canoe Society Paddle Workshop, March 27-29
- Petersburg Reads King of Fish, March 31
- Direct Marketing for SE Alaska Fisherman, April 21

discussed

Attachments: [Library Director's Report](#)

7. Unfinished Business

a. Petersburg Pilot Archive

The letter from Harold Medalen regarding the Petersburg Pilot archive was discussed as was the pros and cons of print versus electronic access. It was generally agreed retention of a complete run of the local newspapers is not feasible due to storage issues. Because all library spaces are so heavily used, reallocation of current space was not considered a viable option. There may be some potential to move the Norwegian Collection out by the fireplace. This may open up some shelf space in the archive room however the dimensions of the tabloid sized newspapers make them a poor fit for standard sized shelves. In addition many of the older editions must lie flat. The discussion was tabled and Board members will review the online newspaper archive prior to the next meeting.

discussed

Attachments: [Medalen Correspondence](#)

Attachments: [Pilot Retention Policy](#)

8. New Business

a. FY17 Budget (July 1, 2016 through June 30, 2017)

The Borough Manager has requested that the library staff and board come up with a strategy to cut \$50,000 from the Library's FY17 budget (July 1, 2016-June 30, 2017). The library's FY16 budget is \$440,000 so the request was interpreted that it would be need to be reduced to \$390,000. Board member Tremblay asked if it was possible make up for this cut with grants. The Director explained that there are only a very small number of highly competitive nation wide grants for staffing. Organization like the Rasmuson Foundation generally fund capital (books, equipment) but not staff. The library will continue to pursue available grants every year, but they are not a realistic solution to the problem. The option of using volunteers was also discussed. It was agreed that we would need to use them more and are already headed in that direction, but that it would not be a reliable solution to the severity of the cuts the library faces.

The Director proposed a possible scenario where the library closed Mondays starting July 1, 2016. Cuts would be made to janitorial, subscriptions, travel, some programs and student page positions. Staff time would be reallocated to cover janitorial and page duties. Monday is not the slowest day, but from a staffing perspective two consecutive closed days is more efficient for scheduling. The Board agreed that exploring these ideas as a strategies to cut \$50,000 from the FY17. The Director will research this proposal further and present a more detailed plan at a future Board meeting for discussion. At this time it is not possible to say if this would fully address the proposed reduction nor if further staffing cuts would be required. The Director encouraged Board members to begin to discuss the pending cuts with the public and solicit feedback and suggestions.

discussed

Attachments: [Request from Borough Manager](#)

9. Communication

a. Friends of Petersburg's Libraries

The upcoming monthly sale was discussed. It has been suggested that the Friends may no longer have their annual book sale, but this is not confirmed at this time.

discussed

10. Discussion Items

11. Adjournment