

**GLENDALE PUBLIC LIBRARY
LIBRARY ADVISORY BOARD MEETING
FINAL MINUTES**

Thursday, November 17, 2011
7:00 P.M.

Library Board Conference Room
Main Library
5959 W. Brown St.
Glendale, AZ 85302

Members Present:

Ms. Camille Donley, Chair
Ms. Charlene “Char” Sharp, Vice Chair
Ms. Karen Aborne
Ms. Sandra Burr
Ms. Bernadette Bolognini
Ms. Marlowe Meyers-Garay
Mr. Ken Wixon

Others Present:

Ms. Cheryl Kennedy, Interim Library & Arts Director
Ms. Cynthia Burmeister, Secretary, Main
Ms. Kathy Pastores, Librarian 4, Main Library

Members Absent:

Excused: Ms. Hailey Larson
Unexcused: Ms. Stephanie Aubourg

CALL TO ORDER

Ms. Donley, Chairperson, called the meeting to order at 7:00 p.m.

APPROVAL OF MINUTES – October 20, 2011

A motion to table the minutes until the January 19, 2012 meeting was made by Ms. Sharp. The motion, seconded by Ms. Garay passed unanimously.

EARLY LITERACY

Ms. Kennedy introduced Ms. Pastores, Librarian and Youth Services Supervisor for Glendale Public Library. Ms. Pastores talked about the outcome of the Early Literacy Grant received from LSTA. The grant provided for the development of early literacy environments at all three Glendale libraries. Library staff is incorporating early literacy topics into both Babytime and Storytime using books, music and finger plays. Currently there are seventeen storytimes per week system wide. Ms. Pastores emphasized parent-child interaction and ways to help children get ready to read. The five techniques, talking, singing, reading, writing and playing are important in parent-child interaction which is the key to early literacy. Techniques such as naming letters, matching letter names, and using sounds are key in development. Ms. Pastores also discussed brain research, how the brain works and notable differences when children receive early literacy involvement. With the grant, the libraries purchased Brain Time boxes which families can check out at the library after completing an early literacy training session. The boxes are cleaned and so far have come back without damage or missing pieces. Finally, Ms. Pastores discussed outreach activities in educating families and engaging them with the library. Passing out brochures at events, submitting newspaper articles and working with schools are current methods of outreach. Board members added the following suggestions:

- WIC would be a great organization to partner with
- Put information in bags to be handed out at Banner Health to families and new moms

- Work with local schools
- Provide bilingual workshops for Brain Time.
- Provide bilingual Storytimes

WIRELESS AUTHENTICATION

Ms. Kennedy discussed the current situation with the library's wireless network and its function with e-readers and e-books. It has become necessary to provide users with unrestricted access to the wireless network as a courtesy to accommodate users downloading e-books at the library. The current wireless situation is stopping users from using their readers due to the authentication requirement. A motion to approve removing the authentication requirement was made by Ms. Sharp. The motion, seconded by Ms. Aborne passed unanimously

GOAL SETTING

The library board reviewed the existing goals for year 2011 and discussed accomplishments and new goals for the 2012 year. A motion to make time to report experiences to the other members at board meetings was made by Ms. Meyers-Garay. The motion, seconded by Ms. Aborne passed unanimously. The 2012 goals will include the following:

- Tour other state valley libraries
- Correspond with council members on library activities and events and providing feedback from council members back to the board members.
- Continue to be strong advocates for the library by talking to citizens, and handing out materials.
- Suggest opportunities to promote the libraries to the community, such as Ms. Meyers-Garay suggestion to have Santa read books at Glendale Glitters
- Develop new revenue generating ideas. Charging for classes and meeting rooms was suggested.
- Become more educated on what affects the library, each member taking a topic and reporting back to the library board. The research and suggestions would be forwarded to the Council office.
- Create subcommittees within the library board to make presentations each month on library issues. Subcommittees will be set up at the January 2012 meeting.
- Submit one written proposal to city Council based on presentation of wants and needs.
- Revisit the idea of a Friends of the Library group.
- Set up a promotional event (Dr. Ewbank's suggestion). Ms. Kennedy passed out the Snapshot information and talked about this event. Library board members agreed it was a good idea. This event relates to the advocacy goal for the 2012 year.

DECEMBER MEETING

A motion to vacate the December 2011 meeting was made by Mr. Wixon. The motion, seconded by Ms. Bolognini passed unanimously. The next Library Advisory Board meeting will be held on January 19, 2012.

LIBRARY DIRECTOR UPDATE

- Ms. Kennedy gave an update to the Strategic Plan corresponding to changes made to Service Response 6. A motion to approve the changes and incorporate Service Response 6 to the Plan was made by Ms. Sharp. The motion, seconded by Ms. Bolognini passed unanimously.
- The Glendale Library was selected to participate in the Design Institute Challenge sponsored by Library Journal with their submission of the challenge to redesign the West Branch Library. It will be done at no cost to the city and will provide an opportunity for staff and architects to discuss the existing library design and the potential need to incorporate future library trends. It is an exciting project that will assist the City in any future discussion on the West Branch Library so that it serves

our residents in the best possible way. Staff will be working with an architect from Colorado on the redesign and what needs to be incorporated in the West Branch Library.

- There will be several Arizona centennial programs taking place including the following:
 - A youth program entitled “Celebrate the Arizona Centennial”. This will take place on February 23, 2012 at Sahuaro Ranch Park.
 - Discovering Arizona Flora and Fauna with Opendance taking place on January 3rd through the 7th.
 - Arizona’s Culture Keepers Dean Cook, Sue Harris and Dee ‘Buckshot Dot’ Johnson will play Arizona songs round robin style on February 16th.
 - Marshall Trimble will lecture and perform western folk music and stories. Mr. Trimble, considered the “dean of Arizona historians,” and has taught Arizona history.
 - Library gondolas will display Arizona material.
- Outreach opportunities include the following:
 - Ms. Kennedy did an interview on Channel 11 including discussion of our laptops available for checkout.
 - Steve Schrade talked about resume writing and job labs.
 - Claudia Leon, Librarian II. was interviewed for three segments on Univision's *Despierta Arizona*. Claudia discusses, job searching resources at the Glendale public library, The Spanish collection and Youth Programming.
 - Library Manager Karen Reed visited Midwestern University. Students were told they could obtain library cards.
 - Ms. Kennedy and Ms. Reed represented the library at the Granada Estates Community Festival on October 29, 2011. Information on library services was provided.
- Book budget percentages were asked for by Ms. Burr at the last Library Advisory Board meeting. Ms. Kennedy stated that 20% is allocated to e-books, 39.4% to youth materials and 60.6% to adult materials.
- The Foothills Library had a very successful booksale on November 4th and 5th. A total of \$2885.00 was made over the two day event. Ms. Meyers-Garay was able to put the price of her booksale items on her library card, allowing her to pay electronically. This might be something to look at for those that don’t have the means to pay cash at these events.
- Ms. Karen Reed has promoted to the Library Manger at Foothills Library. There will be an internal recruitment for the vacant Librarian III position at the Main branch.

LIBRARY ADVISORY BOARD COMMENTS AND SUGGESTIONS

- Ms. Meyers-Garay met with the mayor and her council person. The Mayor would like to see more interaction and activity from the Library Advisory Board members. She was not in support of a universal library card. Ms. Meyers-Garay would like to have fifteen minutes at the end of each meeting to reflect on the topics and issues presented. Ms. Meyers-Garay made a motion to add an additional fifteen minutes to the Library Advisory Board meetings. Other members thought that the agenda already accommodated this type of discussion. The motion was dropped. Ms. Meyers-Garay suggested letting library staff know what topics or processes the Library Advisory Board would like to be educated on. Ms. Meyers-Garay would like additional information on advocacy and what other libraries are doing during this difficult economic time. Ms. Donley suggested giving these requests to Ms. Kennedy. Ms. Kennedy stated that board members can do research and report back to the board with their findings on topics of interest.
- Ms. Kennedy explained the reciprocal borrowing program, the history and Glendale’s not being part of this program.
- Ms. Aborne inquired about her involvement with an article she would like to respond to in the Arizona Republic Newspaper. Ms. Donley stated she can answer the article as a citizen. Ms. Aborne

will be providing a YouTube presentation during the January 2012 meeting regarding an interview with a librarian from a Washington library.

- Ms. Kennedy distributed a copy of “Thanksgiving Stories”. Library patrons are able to submit their stories on how the Glendale Public Libraries were able to help them this year and how the library has made a difference in their lives.
- Ms. Kennedy distributed bookmarks with information on Four Square and also providing our QR code.
- Ms. Kennedy asked what the preferred time frame is for the Library Advisory Board meetings. Ms. Burr stated that the last two have been very informative and there was much to be absorbed. All agreed to keep the meetings as they are.

ADJOURNMENT

Ms. Donley requested a motion to adjourn the meeting. Ms. Sharp moved that the meeting be adjourned. The motion, seconded by Ms. Bolognini, passed unanimously. The meeting was adjourned by Ms. Donley at 9:02 p.m.

Respectfully Submitted,

Cynthia Burmeister
Secretary
Parks, Recreation and Library Services
Glendale Public Library