

**City of Glendale  
Library Advisory Board Meeting  
Velma Teague Branch Library, Storytime Room  
7010 N. 58<sup>th</sup> Ave.  
Glendale Arizona, 85301**

**Wednesday, December 11, 2013  
6:00 p.m.**

## **AGENDA**

**I. Call to Order**

**II. Approval of Minutes – November 13, 2013**

**III. Business from the Floor**

Summary: At this time the Board will hear comments from the public. The Board, however, may not discuss or consider items not appearing on the agenda, but may refer the matter to the Parks, Recreation and Library Services Director for follow-up.

**IV. Velma Teague Customer Service Desk Restructuring**

Summary: Beginning July 1, 2013, the three libraries are in the process of reorganizing and restructuring the customer service points in order to continue to provide excellent customer service due to the reduction in the staff force. As a result of this process library staff will provide a tour of the Velma Teague Library and explain the changes that have occurred to date.

Recommendation: For information and discussion.

**V. Completion of 2013 Goals**

Summary: The Board members will complete their 2013 goals of which included revenue generating ideas and a review of the library's 2013 Annual Report to be sent to the Mayor and Council. Board members will share and discuss their two revenue generating ideas that could possibly be acted upon by the library as new revenue sources. Library staff will review the annual report with the Board members and ask for their approval before submitting to the Mayor and Council.

Recommendation: For information, discussion and decision.

**VI. Library Advisory Board Retreat and 2014-2015 Action Plan**

Summary: Each year the Library Advisory Board members create goals to accomplish during the year. Library staff will be presenting to the Board members the idea of participating in a retreat in developing their action plan.

Recommendation: For information, discussion and decision.

**VII. Library Director Update**

Summary: The Chief Librarian will present and update members on current Library activities, operations and projects.

- Holiday Week Closure
- Hunger Game Monopoly Coverage
- Upcoming December Events
- Other

Recommendation: For information and discussion.

**IX. Library Advisory Board Comments and Suggestions**

Summary: This is an opportunity for the Board to share any observations, comments, reflections and discussion. Staff will follow-up as appropriate.

Recommendation: For information and discussion.

**X. Adjournment**

The next regular meeting will be in the Hummingbird Room at the **Foothills Branch Library** on **Wednesday, January 8 at 6 PM.**



Special Accommodations: For special accommodations, please contact Cheryl Kennedy at 623-930-6546 at least three working days prior to the meeting for special accommodations. Hearing impaired persons may use the Arizona Relay Service (1-800-367-8939).