

City of Mesa Library Advisory Board Meeting

Date: November 17, 2009
Time: 5:30 p.m.
Location: City of Mesa Main Library
64 E. 1st Street

Members Present

Cheryl Laflen
Sharon Webster
Diane Cantile
Dilworth Brinton, Jr.
Kay Henry

Staff Present

Heather Wolf
Kate Havris
Dawn P. Kucerak
Kathy Little
Barbara Bingham

Members Absent

Mike Yates
Cameron Behning
Becky Rapier
Teresa D'Asaro

Guests Present

| AGENDA ITEM | DISCUSSION |
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| Call to Order | Vice Chair Cheryl Laflen called the regular bi-monthly meeting of the City of Mesa Library Advisory Board to order at 5:40 p.m. on November 17, 2009. |
| Approval of Minutes | Board member Kay Henry moved & board member Diane Cantile seconded that the minutes of the October 27, 2009 regular meeting be approved as presented. Motion passed, all voting yes. |
| Public Comments | There were no public comments. |
| Director's Report | <p><u>Usage Statistics:</u> Library Director Heather Wolf reviewed the October 2009 statistics for circulation and in-library patrons (see handout). Board member Dilworth Brinton, Jr. inquired as to why the number of in-library patrons may have decreased by 2% for Oct. 2009 as compared to Oct. 2008. Ms. Wolf responded that the decrease may be due to the corresponding 2% decrease in total program attendance for Oct. 2009 as compared to Oct. 2008. Board member Cheryl Laflen inquired about the significant decrease in the number of interlibrary loans (ILL). Ms. Wolf explained that the way the numbers of ILL items are counted has changed. Previously, the total number of requests was counted but now we count only those requests we actually fill.</p> <p><u>GPO Inspection:</u> Library Director Heather Wolf reported that the library has been a federal depository library for the past 25 years. This allows us to receive free documents from the Government Printing Office (GPO) and provides access to government databases in exchange for helping patrons to use these resources. The last week of October, inspectors from the GPO met with the Library Director and Government Documents staff and toured the government documents area to ensure that the library is following the federal document rules. Staff was highly complimented and the area received an excellent review.</p> |
| Express Library Proposal Discussion | Library Director Heather Wolf reported that she presented the Express Library Proposal (ELP) to the Community and Neighborhood Services Sub-Committee on Monday, November 2, 2009. The sub-committee recommended moving forward |

AGENDA ITEM**DISCUSSION**

with the ELP to the full Council. The ELP has been scheduled for the December 3, 2009 Study Session and to full Council on December 7, 2009.

Library Director Heather Wolf thanked the Board for helping her to prepare for her previous meetings on the ELP.

Library Director Heather Wolf reported that recent articles by the Republic and the Tribune have resulted in another developer coming forward with a location for the proposed Express Library at Guadalupe & Sossaman. The mall at this location is 50% full as compared to other site that is about 10% full. Ms. Wolf also reported that the developer at the Guadalupe & Sossaman site is looking to cover its costs and is interested in the potential to draw additional tenants should that site be selected for the Express Library. Board member Dilworth Brinton, Jr. inquired whether or not cable is already there. Ms. Wolf responded that she is checking on that.

Library Director Heather Wolf, in response to Board Chair Mike Yates question about recoverable dollars for the Express Library, reported that should we vacate the temporary site, 90% of the initial investment is recoverable. Books, computers, tables, chairs, etc. would be taken to the new location. Only the monies expended for rent, utilities, and cabling would not be recoverable. Board member Dilworth Brinton, Jr. inquired as to whether the City has any alternatives to running cable. Ms. Wolf responded she is still working with ITD on the cabling.

Library Director Heather Wolf, in response to the Board's question about staff for the Express Library, reported that Mr. Lanty Snelson, Supervisory Librarian, has agreed to be the "location manager" for the Express Library (EL). Mr. Snelson will be on site during operating hours the three days per week the EL is open. The remaining position will be filled by existing staff who volunteer to work at the EL. Board member Dilworth Brinton, Jr. inquired as to what the possibilities are if the library should have to reduce staff. Ms. Wolf responded that she hopes the library will be okay this year as the library was cut very, very deeply last year. Ms. Wolf also reported that any necessary mid-year adjustments would be in January and that she would like to look elsewhere in the budget to make cuts -not staff.

Vice Chair Cheryl Laflen inquired as to when the new location would open. Library Director Heather Wolf reported that while additional information is needed on the site itself, furnishings, and collections she's hopeful it will open sometime in 2010 before summer.

Library Director Heather Wolf reported that one-year benchmarks have been established to measure the success of the Express Library: 1,200 cards issued; 35,000 items circulated; and 15,000 patron visits. These benchmarks were established using data from Dobson Ranch Library and libraries in Maricopa County. Ms. Wolf also reported that the pilot project has now been extended to two years rather than one year as originally proposed.

At the conclusion of the Express Library Proposal discussion, Vice Chair Cheryl Laflen asked Library Director Heather Wolf if there was anything she needed from the Board at this time. Ms. Wolf responded she did not need anything at this time.

YAAC Report

No report available.

Identify items for future agendas

Board member Dilworth Brinton, Jr. requested updates on the Express Library as the project moves forward so that the Board may also actively represent the

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library on this project.

Board member Dilworth Brinton, Jr. inquired about displays for spring training. Library Director Heather Wolf responded that Mr. Larry Lee, Librarian II, is working with the Mesa Historical Museum to use some of their "Play Ball" exhibits. It is anticipated that each library location Main, Dobson Ranch, and Red Mountain will have exhibits.

Board member Cheryl Laflen requested that "good wishes on a job well done" be passed onto the Government Documents staff, Ms. Sandy Rizzo, Librarian III and Ms. Denise Shroyer, Library Assistant for the GPO inspection. Board member Kay Henry also recommended additional recognition through a press release.

Announcements None.

Adjournment Board member Dilworth Brinton, Jr. moved & board member Diane Cantile seconded that the meeting be adjourned. The meeting was adjourned at 6:07 p.m.

The next meeting will be held on January 19, 2010 at 5:30 p.m. in the Main Library Boardroom, 64 E. 1st Street.

Heather Wolf, Library Director