

MINUTES OF THE LIBRARY BOARD

August 17, 2009
4:00 p.m.

Pima County Public Library
Joel D. Valdez Main
101 N. Stone Ave
Tucson, AZ 85701

MEMBERS PRESENT: Marjorie Gerdes, Obdúlia González, Tom Ward, Annabelle Nuñez, Pat Peterson, David Ellington, Maureen Lueck

ABSENT: Frank Antenori, Miley Clark, Marty Moreno

GUEST:

STAFF: Library Director Nancy Ledebouer, Deputy Director Pat Corella, Administrator Karen Thayer, Administrator Jere Voigt, Administrator Bonny Bruce, El Rio Branch Manager Wanda Poindexter, Marketing & Community Relations Manager Steff Koeneman, Deputy County Administrator Hank Atha, Kendra Davey, PCPL staff, Terry Rill, Eckstrom Columbus Branch Manager, Yamila El-Khayat,

1. **CALL TO ORDER**

Marjorie Gerdes called the meeting to order at 4:00 pm

2. **MINUTES FOR July 20, 2009**

Motion made by Obdúlia González and seconded by Tom Ward to approve the minutes for the July 20, 2009 meeting.

Motion passed to approve minutes as written.

3. **INTRODUCTIONS**

Marjorie Gerdes went around the room acknowledging everyone present.

4. **UPDATES FROM LIBRARY BOARD MEMBERS, FRIENDS GROUPS, AND FOUNDATION**

David Ellington commented that Steff helped to promote the Friend's comic book sales in the newspaper, it went fabulous, the Friend's earned \$7,500. in just a few hours. There were 30,000 comic books donated from a single family. The Friend's also had a July book sale, which was also fabulous. The books carts, which are in most branches, are doing great! Friends are still working on plans for the bookstore inside Main Library.

5. **NEW BUSINESS**

A. *El Rio Branch Update:*

Branch Manager, Wanda Poindexter gave a short presentation on the El Rio Branch. It serves an average of 262 patrons per day. The branch circulated about 50,000 items last month. Wanda stated that El Rio is the smallest branch, only 1100 sq ft and it opened in 1972. The neighborhoods surrounding El Rio are largely Latino families. It also serves the Tucson Mountain neighborhoods. There are many immigrants and refugees who use the library while

attending classes at the El Rio Center. There is a high attendance at the GED prep classes, English learning and health and nutrition. Some of the community partners include WIC, Nosotros Daycare and the Senior Citizens Center and all the schools in the area. The Arizona School for the Deaf and Blind is nearby and customers who are deaf or blind use the library. They school offered a sign language class at El Rio, to which 22 people attended, it was very popular with teens. El Rio will be getting a deaf intern who uses sign language and hopes to provide assistance to hearing impaired.

El Rio is working in partnership with Pima Community College Adult Education, who especially appreciates the library databases. They use our GED prep classes and our databases, Tell Me More to learn English and My Skills Tutor. The Branch offers training at the library on the use of these databases.

The Senior Citizens Center has requested a bilingual storytime. It's in the planning stages. The Board members asked for more information on this last subject, Pat Peterson asked if the elders will be telling their stories. These stories would be interesting to hear. Tom Ward thinks it may be something to have at the Green Valley branch. David Ellington offered Wanda any Braille books that come to the Friends. Wanda thanked the board members for their support.

B. Web Link Criteria:

Through a concern from a citizen, the library recognized the need to create a formal website policy so that the purpose and content of the library's website is clear to staff and customers. As part of a Leadership Academy project, Kendra Davey led a team, including members of the Virtual Library through to write website guidelines for the Library Board's review and approval.

Ms. Davey explained the policy to the members and the board asked questions. After a thorough discussion Tom Ward moved to approve the guidelines, Annabelle Nuñez seconded the motion. The Board unanimously approved the guidelines.

C. Knowledge River Report:

Terry Rill, Eckstrom-Columbus Branch Manager and Yamila El-Khayat reported on the Knowledge River program. Knowledge River (KR) is a program for Hispanic and Native American students who are pursuing a career in Library Science. The Library partners with KR to provide graduate students library experience. The focus is to work with at-risk youth during the school year and summers. It is based on the needs of the branch and student skills. The interns are viewed as positive role models for the youth they assist. The KR students gain experience working with customers, implementing programs and assisting patrons with information requests and finding books.

There is an IGA between the U of A School of Information, Research and Library Sciences (SIRLS) and the Library. The Library provides funding for the KR graduate students who are placed to work at several of the branches. There are a total of 5 graduate assistanceships.

Annabelle Nuñez stated that she was part of the first cohort of the KR program. Annabelle feels that the Library's agreement with SIRL's contributes to the success of the program.

D. Budget:

Deputy Library Director, Pat Corella gave a very brief report on the FY09-10 Budget, which was finally adopted, 5-0, by the Board of Supervisors on Monday, July 27 and is available on the County's web page for review. The Library budget totals \$37,283,152.00 which is an increase of 5% from last year's budget. The handout showed that 48% of the budget is for

Personnel, 31% if for Services and Other Charges which includes building and facilities upkeep and utilities. 18% is for supplies and programming with 3% for capital outlay. Deputy County Administrator, Hank Atha reported that the secondary tax levy was set at .2643 today, August 17.

E. FY 08-09 Incident Report:

Bonny Bruce, PCPL Administrator, presented the Incident Report for FY June '08 through July '09. The handout included numbers by branch. The total incidents reported were 1,058, of which 209 reports were calls to 911 for police or medical assistance. The rest were for patron suspensions and closures of inappropriate internet websites. Bonny informed the members that a more detailed report is available at their request.

6. **LIBRARY REPORTS:**

County Administration

Hank Atha reported that he receives the 911 report from Melody Ballard. Hank complimented the guards and staff for all the many incidents they deal with. He also complimented Tucson Police Department (TPD), who, in most instances is responding quickly. Hank encourages the Branch Managers to get to know the police captain in their area. It's up to the Manager to engage with the local police. Quincie Douglas is very established with the police. Woods is working on it. It's important to maintain a relationship with TPD.

Hank stated that the Library budget was approved 5-0, and that the library is very popular with the Board of Supervisors. Hank, Nancy and Pat will see where they can reduce expenditures by 2%– 3 % during the year in order to build a fund balance for next year.

Hank complimented all the branches on increases in circulation. He noted that Golf-Links has seen a tremendous increase and that all the branches are very busy places.

Director's Report

Nancy stated that she is meeting with the School Superintendants regarding the databases. The library hopes to save schools money by offering free access to these resources.

Nancy explained that the Town of Oro Valley has submitted a resolution to the League of Cities and Towns requesting support for their proposal to propose legislation that will allow them to withdraw from the library district. County Administrator, Chuck Huckelberry asked for an analysis of the cost to run an independent library as opposed to the cost of operating as a branch of the regional system. Nancy is working with Deputy Director Pat Corella to prepare a cost analysis. We need to be prepared in case this becomes a legislative issue. The County Administrator will be taking this issue to the Board of Supervisors.

Public Services Report

Bonny Bruce reported that the job days classes at the branches have been very successful. Patrons have reported that they found employment after attending the job classes. The full report offers highlights from all branches on the variety of programs being offered.

Support Services Report

Deputy Director Pat Corella reported that the Wilmot remodeling and expansion is in plans check at the City. In a month or 2 they will bid out and start work at Wilmot. On Wednesday work will begin on the interior of the temporary site. The temporary site will open on September 9. Branch

Manager Daphne Daly is informing all the patrons of the move. They will be boxing up materials and storing much of the collection for the duration.

Community Relations Report

Steff Koeneman reported that the new format of the calendar has been well received. She has invited Bonny Henry to do a story on the Wilmot Library and she will be helping to publicize the closure and new location.

7. **CALL TO AUDIENCE**

None

8. **FUTURE AGENDA ITEMS**

Wilmot Building Report – Oct/Nov
Brain Boxes

9. **ADJOURNMENT**

Obdúlia González moved to adjourn meeting, Tom Ward seconded the motion.
Meeting was adjourned at 5:30 p.m.

Respectfully submitted,



Laura L. Galvez
Executive Administrative Assistant