

MINUTES OF THE LIBRARY BOARD

June 2, 2014
4:00 p.m.

Pima County Public Library
Joel D. Valdez
101 N. Stone Ave,
Tucson, AZ 85706

- MEMBERS PRESENT:** Obdúlia González, Shirley Geile, Annabelle Nuñez, David Ellington, Clarisa Barcelo, Cheryl Langer, Hope Green
- ABSENT:** Maureen Lueck, Nancy Puckett, Libby Sullivan
- GUESTS:** Karen Friar, Deputy County Attorney, Susann Miller, Director Women's Business Center and
- STAFF:** Executive Director, Melinda Cervantes, Deputy Directors, Pat Corella, Karyn Prechtel and Amber Mathewson, Library Service Managers, Jen Maney, Beth Matthias-Loghry and Bonny Bruce, Mission Branch Manager, Margaret Wilkie, Librarians, Cheryl McCurry and Lisa Bunker, Program Coordinator, Michelle Simon, and Community Relations Manager, Kenya Johnson

1. Call to order and Pledge

Meeting was called to order at 4 p.m. by Obdúlia González and Pledge of Allegiance recited.

2. Minutes

Cheryl Langer motioned to approve the April 7, 2014 and May 10, 2014 minutes. David Ellington seconded motion. Minutes were approved as written.

3. Introduction

Executive Director, Melinda Cervantes introduced Deputy County Attorney, Karen Friar.

4. Updates

David Ellington commented that the Friends of the Pima County Public Library have received zoning approval for parking lot expansion; property now needs to be brought up to city code. He added that the Friends are meeting the challenge of PCPL's financial request this year.

John Byrnes, Pima Library Foundation President, commented they have hired Smith and Dale Consulting to update strategic plan.

5. New Business

A. Nominations/Elections:

The Library Advisory Board By-Laws call for the Board to elect officers by the majority of the total membership at the July meeting. The July meeting is historically waived by a majority of the membership allowing the elections to be held at the June meeting with the newly elected President and Vice President assuming office for the ensuing year.

Obdúlia González and David Ellington, President and Vice President respectively, met and considered nominations for both positions. They put forth the recommendation of David Ellington for President and Cheryl Langer for Vice President.

Annabelle Nuñez made a motion to nominated David Ellington for President. Shirley Geile made a motion to second. The floor was open for other nominations and discussion. No other nominations or discussion. The vote was unanimous for David Ellington as President.

David Ellington made a motion to nominate Cheryl Langer for Vice President. Annabelle Nuñez made a motion to second. The floor was open for other nominations and discussion. No other nominations or discussion. The vote was unanimous for Cheryl Langer as Vice President.

B. Mission Branch Library Update:

Margaret Wilkie, Branch Manager, described the diversity of the population in the community serviced by the branch. She also provided an update of the services and programs provided at the branch. She had a PowerPoint with photos of the exterior and interior of the branch.

C. Science Themed Summer Reading Program:

Librarian, Cheryl McCurry and Library Service Manager, Beth Matthias-Loghry provided an update on the 2014 Summer Reading Program. They provided a handout with important dates to remember and an adult Literary Elements brochure. They highlighted by PowerPoint:

- Fizz Boom Read! Is for children in preschool through Grade 6. And there are plenty of activities for babies and toddlers too.
- Spark a Reaction. It's open to teens ages 12–18 or in Grades 6-12.
- Literary Elements is this year's program for adults.

The Summer Reading Program runs from May 22 – July 19. The finale will be at the Reid Park Zoo on July 19.

Cheryl McCurry also explained she is the PCPL liaison to the State Library for the 2014 Summer Reading Program.

D. Open Meeting and Conflict of Interest Laws:

Karen Friar, Deputy County Attorney, provided an overview of the open meeting and conflict of interest laws for appointed advisory boards and commissions. Karen provided a handout reference guide to A.R.S. § 38-431 through 38-431.9. She highlighted:

- Public bodies covered by the Open meeting Law (ARS § 38-431)
- Actions and Activities covered by the Open Meeting Law
- Topics which may be discussed in executive session
- Notice of meetings
- Agendas must inform the public of matters to be discussed
- The public must be allowed to attend and listen to deliberations
- Minutes must be kept and made available to the public
- Meetings may occur by means other than in person
- Watch out for Open Meeting Law pitfalls
- Penalties exist for violations of the Open Meeting Law

E. LSTA Self-employment Grant:

Michelle Simon, Program Coordinator for the LSTA Self-Employment Grant, introduced Susann Miller, Director of the Women's Business Center, and Nkechi Esan, PCPL Scholarship recipient. Susann spoke about the partnership between the Microbusiness Advancement Center (MAC), the Women's Business Center (WBC), and the Library. As a result of the LSTA grant, this partnership has given individuals, like Nkechi, the opportunity to participate in Business Feasibility and Business Planning classes. The Business Feasibility classes are held at the Joel D. Valdez Main Library each month with an average attendance of 25 people. PCPL has provided scholarships to 20 individuals for the Business Planning classes since Fall 2013. These individuals demonstrated a financial need and went through a qualification process in order to receive the scholarship.

Nkechi received a scholarship from PCPL to attend the Business Plan class. She spoke about how the Library made it possible for her to realize her dream of starting a website design business. Nkechi moved to the United States from Nigeria just over 1 year ago. She spoke about the process and how the class provided her with direction and valuable information for her business. As a result of the class, Nkechi is launching 2 websites for fellow classmates and has 5 more clients.

F. FY 2014-2015 Library District Budget:

Melinda Cervantes, Library director, provided an update on the FY 2014-2015 Library District budget. Melinda provided a handout of pages 3-35 through 3-45 from the overall Pima County budget document covering the Library's proposed budget. She highlighted:

- Expenditures By Category
- Funding Sources
- Recommended Budget Summary – Special Revenue Fund

Melinda invited Board, Foundation and Friends members to the June 17th Board of Supervisor's public hearing on the budget as a show of support for the Library.

G. Cancellation of July 7, 2014 Board Meeting:

The Board, in the past, has cancelled the July or August Board meeting. The Board discussed cancelling the July meeting due to vacations and other commitments.

Clarisa Barcelo made a motion to cancel the July meeting. David Ellington seconded the motion. No discussion. Motion passed unanimously.

6. Library Reports

A. **Directors Report** – Executive Director, Melinda Cervantes added the following to her written report:

- Mission Branch remodel
- Bond Advisory Committee continues to meet and discuss projects. The Library has new construction for Sahuarita, Southwest and the Vail area as bond projects. The Library also has remodel/expansion projects for the Green Valley and Flowing Wells branches.

- B. **Public Services Report** – Deputy Director, Karyn Prechtel added the following to her written report:
- Library associates are in the process of being hired
 - Ajo recruitment for a Library Associate is underway
 - Summer Reading Program 2014 is off to a very busy start
- C. **Strategic Initiatives Report** – Deputy Director, Amber Mathewson added the following to her written report:
- Youth Design Team grant is finishing up and the team will present to the Board of Supervisors on June 3rd
 - The Self-employment grant is also finishing up
 - Applications for new LSTA grants for entrepreneurship space at Main, early literacy with Make Way for Books, Smart Investing for teens. Also some applications for Tohono O’odham grants.
- D. **Support Services** – Deputy Director, Pat Corella added to his written report that projects are more moving forward.
- E. **Communications Report** – Community Relations Manager, Kenya Johnson added the following to her written report:
- The June issue of Desert Leaf has an article about the Librarian Files with a link to information about Southern Arizona and Tucson.
 - The June issue of American Library Magazine has an article about PCPL’s book bike.
 - June 14th is the annual LGBT Author event and a press release will be sent to everyone.
7. **Call to the Audience** – Clarisa Barcelo reported that is she is starting to work with staff members, educational specialists and keepers from the Arizona-Sonora Desert Museum to bring the museum educational programs to public libraries. Her first library visit will be to the Quincie Douglas.

8. Adjournment

Annabelle Nuñez motioned to adjourn meeting, Obdúlia González seconded the motion
Meeting adjourned at 6:15 p.m.

NEXT MEETING: August 4, 2014
Joel D. Valdez Main Library
101 N. Stone Ave.

Respectfully submitted,
Ken
Ken McDonald
Administrative Support Specialist