PIMA COUNTY PUBLIC LIBRARY ADVISORY BOARD MEETING MINUTES

March 6, 2017, 4:00 p.m.

Joel D. Valdez Library, 4th Floor Boardroom, 101 N. Stone Ave, Tucson, Arizona

Present: Nancy Puckett, Edward Buster, Amanda Castillo, David Ellington, Cheryl Langer, Annabelle Nuñez, and Rebecca Whitmer

Absent: Nancy Magelli, Nubia Bertsch, and Joelyn Marlowe,

Also Present: Amber Mathewson, Karyn Prechtel, Michelle Simon, Amy Rusk, Beth Matthias-Loghry, Jen Maney, Kate DeMeester, Sharla Darby, Holly Schaffer, Margaret Wilkie, Mary Givens, Mary Sanchez, Kelly Wilson, Emily Lane, Sam Henning, Catherine Tornbom (Center for Community Dialogue), and Brandy Finley (Pima County Attorney’s Office)

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Meeting was called to order at 4:00 p.m. by Nancy Puckett. The Pledge of Allegiance was recited.

2. APPROVAL OF PREVIOUS MEETING’S MINUTES

One correction was requested: Nancy Magelli called to order the February 6, 2017 meeting, not Nancy Puckett. With that revision, Edward Buster moved and Cheryl Langer seconded approval of the February 6, 2017 minutes. Motion carried.

3. INTRODUCTIONS

Introductions of all were made.

4. UPDATES

Cheryl Langer brought in some bookmarks from Ajo Friends had their first bookmark contest. There were 14 entries, for two different age groups, and artwork was based on a book that the students had read. Prizewinner’s received Kindles.

David Ellington informed that Country Club Rd. was torn up, and to be aware if visiting the Friends of the Pima County Library.

Edward Buster, Amber Mathewson, Mary McKinney and community volunteer Carrie Morris had a booth at Vail Pride Day and informed people about the projected Southeast Library Project, and feedback was positive. A capital campaign will happen later, but for now, people are being directed to the Library website to make donations. Edward hopes that by including people from the Southeast Library steering committee at the annual Library Advisory Board retreat, they will be able to share that information with the public.

5. NEW BUSINESS

A. PRESENTATION ABOUT JOEL D. VALDEZ MAIN LIBRARY AND THE SERVICES AND PROGRAMS PROVIDED:

Kate DeMeester, Library Services Manager, Joel D. Valdez Main Library
Some highlights provided:
Old Main (now the Children’s Museum) was built in 1883, with an initial pledge of $25,000 from Andrew Carnegie. The Library Annex opened in 1980, and in 1990 all services were consolidated in one building, at the current location. It was renamed the Joel D. Valdez Main Library in 2003. In 2006, the Library moved from the City of Tucson to Pima County.

- 4th Floor has Administration, Collection Development, and Technical Services.
- 3rd Floor is where the public space begins, and is the quiet floor. It has reference materials, Infoline, Ask a Librarian, computer lab, and special collections (the Cele Peterson Arizona Collection and the Steinheimer collection).
- 2nd Floor has two innovative spaces.
  - The Idea+Space is used for business, entrepreneurs, non-profit organizations, and job and career help. Programs and workshops are offered, and partners include the Women’s Business Center, SCORE and Alliance of Nonprofits. It was funded by an LSTA (Library Services and Technology Act) grant.
  - The 101 Space was designed for and by teens, and focuses on connected learning. It was funded by LSTA and MacArthur Foundation grants.
- 1st Floor features the café area, circulation desk, fiction, AV collections, the children’s department, and a juried art gallery.

Some of the pilot programs that have started at Main, and then moved to other branches, are the Bookbike, the Library Nurse Program, and the Seed Library.

Cheryl asked about how opening the first floor restrooms to the public is going. Kate answered that it was going well, and that she planned to present on it at the next meeting.

B. RESTORATIVE JUSTICE PRACTICES FOR YOUTH AND CODE OF CONDUCT:
Resiliency in Public Libraries (RiPL) Team: Amy Rusk, Kelly Wilson, Emily Lane

The RiPL team was formed in order to seek alternatives for youth incidents, since PCPL’s consequences for youth are the same as for adults. Eckstrom-Columbus Library will start the pilot program for the Library Restorative Practices for Youth (LRPY) and data will be collected and reviewed to see what needs to be adjusted before expanding at other libraries.

An example of an incident that happened at Eckstrom-Columbus Library was when a youth had been suspended for using too many computer passes, and when he left, he stole a bike. He continued to come into the library every day, and would hide. Typically, this would result in a longer suspension, although the library was a safe place for him.

A restorative (instead of punitive) method would allow youth to understand the impact of what they have done, and give them the chance to repair damages and have a positive outcome. The team is forming a board which will receive restorative practice, review Library confidentiality policies, attend bi-monthly meetings, and meet with referred youth (after getting permission from parents).

Resources and materials will get developed and modified throughout the process. Worksheets they might use will be designed to help youth gain insight to themselves and the people affected by their behavior, and to help them to see how they can change their behavior and make better choices in the future. It is also hoped that they will help youth to see themselves in a better way. Examples of what may get used is a worksheet that will help
them set short-term goals for themselves, including how to behave in a library, or asking what they would do if they were in charge.

Amanda Castillo asked how often problems occur on a normal day and was answered that on average, there can be 20 incidents a month, but not just youth. At Eckstrom-Columbus, there were 8 youth suspended last month, which was unusual.

David Ellington asked if there were funding issues, or if this was all volunteer and was answered that currently, it is all volunteer, except for one Page who is on the board and attends during work hours.

Edward Buster asked if there were plans to have materials available in languages other than English, and was answered that it would be necessary to have materials in other languages.

C. PRESENTATION ABOUT STATISTICS THAT ARE REGULARLY IN LIBRARY ADVISORY BOARD PACKET:
Karyn Prechtel, Deputy Library Director

Karyn reviewed some of the statistics that are in the Board packet every month, such as physical circulation (comparing current year to previous year), digital downloads, and number of school visits. Sometimes statistical spikes are unexplained, but the number of school visits increased on the demonstration chart due to the number of library card days the Library held for the Whitehouse ConnectED Initiative.

Physical Materials Circulation by Location can show an increase or decrease for many reasons, but the overall totals get examined more than the individual library statistics. The physical materials circulation has gone down somewhat since the previous year, keeping with the national trend.

Attendance at Programs and Outreach by Location includes which location has the highest meeting room attendance, the highest number of meetings, the largest gate count, and the highest internet use.

Physical by Month chart is tracked for 4 years and shows that print circulation has gone down. Total Digital Downloads shows the opposite trend.

Gate Count by Month shows that the visitor count has been gradually dropping over the last 4 years, but more people are using the website.

Programs by Month shows that the Library is doing a lot of programs, and maybe too many as staff is stretched thin. And Program Attendance by Month shows that attendance is dropping.

Computer Sessions shows that there have been fewer sessions last year, but the system that counted the sessions may not have been measuring correctly.

D. PRESENTATION ON PCPL’S CITIZENSHIP ROLE:
Mary Givins, Citizenship Librarian

Some highlights provided:
Libraries throughout the country have hosted citizenship efforts since the beginning of the 20th century, and was one of the purposes of the library during the biggest immigration wave at that time.

Citizenship Corners at libraries are sponsored by U. S. Citizenship and Immigration Services (USCIS), which is part of the Department of Homeland Security (DHS). Immigrants apply with USCIS to become citizens. PCPL participating libraries provide information about citizen fairs, library programs, FAQs from USCIS, who can help, and who to avoid so as not to get scammed. Immediate questions are answered in person once a month at each participating library. Eckstrom-Columbus and Valencia Libraries have the highest traffic.

The City of Tucson’s Mayor’s Office has joined a national campaign, and the Tucson Citizen Campaign meets with local partners four times a year.

Classes (through Pima Community College) are offered at Nanini, Sam Lena-South Tucson (bilingual), Valencia, and Mission Libraries. Spanish classes are offered because if an immigrant is over 50 and has had a green card for at least 20 years, the test can be taken in their native language.

Eckstrom-Columbus and Valencia Libraries host four youth citizenship ceremonies a year. If parents become citizens before youth turn 18, they automatically become citizens, but they have no proof since their birth certificates came from another country. They can apply for a certificate of citizenship, but it costs almost $1000. If individuals are on government assistance, they can apply for fee waivers.

Upcoming citizenship ceremonies will be in April at Valencia Library, and in July at Eckstrom-Columbus Library.

E. GRANT LEAVE OF ABSENCE RETROACTIVELY FOR BOARD MEMBER REBECCA WHITMER (ACTION ITEM)

Due to maternity leave, Rebecca Whitmer was not able to attend three Library Advisory Board meetings.

David Ellington moved Edward Buster seconded approval of the leave of absence for Rebecca Whitmer. Motion carried.

6. LIBRARY REPORTS

A. COMMUNITY RELATIONS REPORT
Holly Shaffer, Community Relations Manager, added to and highlighted her written report:

The Dusenberry-River Library Teen Advisory Board was chosen to participate in a national project sponsored by the Young Adult Library Service Association, a chapter of the American Library Association (ALA). The team was tasked with reading and reviewing hundreds of books, and will meet up next year with other teams nationwide. For National Library week, Holly will be issuing articles and interviews with the team members. Other PCPL branches with Teen Advisory Boards include Nanini, Wheeler Taft Abbett Sr. and Oro Valley Libraries.

Holly is promoting PCPL’s newest Writer in Residence, Lili DeBarbieri. She will hold office hours at Mission and Murphy-Wilmot Libraries.
PCPL is focusing on radio advertising, and contracts are being worked on for Arizona Public Media, KXCI, La Buena, La Caliente, and the Buckmaster show.

B. LIBRARY DIRECTOR’S REPORT  
Amber Mathewson, Interim Library Director, added to and highlighted her written report:

Librarian III positions were recently filled; Marissa Alcorta is the new manager at Quincie Douglas Library, and Leanne Yoder is the new manager at Woods Memorial Library. Coni Weatherford moved from Woods Memorial Library to manage the Kirk-Bear Canyon Library. Graphic designer and HR Manager positions are still open. A courier position, two Program Managers and an Admin Specialist for HR are pending. The process to hire Librarians will start in April, with focus on filling the Arivaca manager position.

Amber shared some articles in her report, including Fight Against Fake News and Urban Libraries Council’s Libraries Stand Tall. There is an initiative across the nation for libraries to be promoting citizenship and to be talking about what real news is and what credible sources are. Amber acknowledges that while these issues can sometimes get political, the library works to maintain neutrality and continues to send the message that all are welcome.

Meetings held with the Sahuarita School District about property for a future library have been positive. Also, good preliminary work continues to happen for the future Southeast Library in the greater Vail region.

Nancy Puckett informed that four Library Advisory Board members have come to the end of their terms, and should contact their District Supervisors. David Ellington and Annabelle Nuñez have termed out. Cheryl Langer and Nancy Puckett should also let their Supervisors know whether or not they are staying on another term.

Amber asked members to notify Judy Moses about their plans for summer vacation so that meetings can be planned.

C. PUBLIC SERVICES REPORT  
Karyn Prechtel, Deputy Library Director, added to her written report:

The Tucson Festival of Books was coming up on March 11th and 12th and Karyn encouraged the Library Advisory Board to attend. The event is free, and numerous authors are scheduled to be there. Over 45 PCPL staff have been involved with the festival this year.

D. SUPPORT SERVICES REPORT  
Michelle Simon, Deputy Library Director, added to and highlighted her written report:

The Geasa-Marana Library closed at the end of February, and a monthly stop by the Bookmobile has been established. The staff at Wheeler Taft Abbett Sr. Library is working with the Marana community to have various programs.

Eleven people have passed the 30 day period with Career Online High School and one person might graduate in the fall. The most recent donation was from the Pima Library Foundation for $20,000 for scholarships. The Library Advisory Board will get an invitation to the graduation.
The Connect2Compete kickoff in February went very well. Michelle will update progress in the near future.

7. **CALL TO THE AUDIENCE**

No public attendees.

8. **ADJOURNMENT**

Annabelle Nuñez moved and Edward Buster seconded adjournment of the meeting. Motion carried and meeting adjourned at 5:50 p.m.

**Next Meeting:** April 3, 2017, 4:00 p.m. Joel D. Valdez Main Library, 4th Floor Boardroom, 101 N. Stone Ave., Tucson, AZ

Submitted by:
Judy Moses
Special Staff Assistant - Senior