

PIMA COUNTY PUBLIC LIBRARY ADVISORY BOARD MEETING MINUTES

August 5, 2021 4:00 p.m.

Meeting was conducted virtually via Microsoft Teams

Present: John Halliday, Chair; Elizabeth Soltero, Vice-Chair; Edward Buster; Barbara A. Escobar; Maria Iannone; Craig Kleine, and Betsy Shepard

Absent: Lorraine Marquez Eiler

Also Present: Amber Mathewson, Library Director; Karyn Prechtel-Altman, Deputy Director; Kate DeMeester, Library Services Manager; Beth Matthias-Loghry, Library Services Manager; Amy Rusk, Library Services Manager; Reneé Bibby, Visual Marketing Manager; Holly Schaffer, Community Relations Manager; and Ken Zambos, Workforce and Economic Development Program Manager

Guests: Kate Hiller, Executive Assistant, Board of Supervisors-District 1; Kylie Walzak, Senior Special Staff Assistant, Board of Supervisors-District 2; Tom Cashman, Pima Library Foundation; and Mary O'Neil

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Meeting was called to order at 4:00 p.m. by John Halliday and the Pledge of Allegiance was recited.

2. CALL TO THE PUBLIC

John Halliday reminded everyone about the rules for call to the public. Speakers are limited to three minutes. If matters not on the agenda are brought up, the Board is not allowed to discuss them. At the conclusion of the call to the public, individual members may only respond to criticism made; ask staff to review a matter raised; or ask to include the matter on a future agenda (if discussion of the matter is desired).

No members of the public spoke.

3. APPROVAL OF PREVIOUS MEETING'S MINUTES

Edward Buster moved and Elizabeth Soltero seconded approval of the June 3, 2021 minutes. Motion carried.

4. INTRODUCTIONS

New Board member Craig Kleine was introduced. He represents District 3 and is a Director of Technology at the UA's Tech Parks Arizona. He and his family are avid users of the Library.

Director Mathewson welcomed Mary O'Neil, who will be joining the Library Board after the Board of Supervisors approve her at the next meeting.

5. SUMMARY OF CURRENT EVENTS BY LIBRARY BOARD MEMBERS

Board members updated on Library related activities they have been doing since the last meeting. Some of the responses included:

- Edward Buster informed that the W. Anne Gibson Esmond Station Library is well-used and people are happy with it. Their Friends group continues to meet and are looking forward to working with the Library Branch Manager. He represents District 4 and is serving his second term on the Library Board.
- Maria Iannone represents District 1 and has started serving her second term, and is honored to serve on the Board.
- Elizabeth Soltero represents District 5 and just started her second term. She is serving as Vice-Chair for the next year.
- Betsy Shepard represents District 5 and appreciates being able to be part of this Board.
- Barbara Escobar represents District 2, and has begun her second year. She is learning a lot about the Library Department and looks forward to learning more.
- John Halliday serves as Chair and represents District 1.

6. FRIENDS GROUPS AND LIBRARY FOUNDATION REPORTS ON EVENTS AND FUNDRAISING ACTIVITIES ON BEHALF OF THE PIMA COUNTY PUBLIC LIBRARY

Edward Buster informed that the Friends of the W. Anne Gibson Esmond Station Library is still collecting books and doing community outreach. In July, they had one of their first book sales, which was quite successful. They are planning a book sale at the Prickly Pear Jamboree, on September 11th and working on future events including Tis the Season and Vail Fest.

Holly Schaffer informed that Friends of the Pima County Public Library have scheduled some in-person book sales beginning again in early November, depending on what is happening with Covid. Dates can be found on the Library event calendar:

<https://pima.bibliocommons.com/events/search/q=friends>

Tom Cashman, Director of the Pima Library Foundation, emailed the following report:

- The Foundation's annual spring appeal yielded approximately \$5,100 through July.
- They added a trust disbursement of \$375,000 to the endowment, and conditions of the gift are that the donors not be named in any publicly accessed materials.
- They completed and submitted a grant application last week for \$20,000 of capital support for the Sahuarita patio project, with a hoped-for determination from the donor by mid-September.
- He looks forward to meeting all of the Library Advisory Board members and will be sending out requests for meetings with them in the coming weeks.

7. NEW BUSINESS

A. VOTE ON UPDATE TO BYLAWS

John Halliday reported that there were three minor updates being recommended for change on the bylaws. The Annual meeting was scheduled specifically in June, but will be changed to the last quarter for flexibility. Other changes included removing the limitation of virtual meetings.

Edward Buster moved and Maria Iannone seconded to change the Bylaws as presented. Motion carried.

B. VOTE ON REVISED CUSTOMER CODE OF CONDUCT POLICY D 32.6

Deputy Director Prechtel-Altman summarized the revisions of the Code of Conduct Policy (D 32.6). This policy gets revised every 3-5 years, and this time, it was looked at with an equity lens so that the policy reflected cultural awareness, tried to remove barriers to successful use of the library; and tried to use a language that reflects a more restorative rather than punitive approach.

The process of updating the Code of Conduct policy took an entire year, and used a team that met every week.

Edward Buster moved and Elizabeth Soltero seconded to approve the changes to the Code of Conduct Policy (D 32.6) as presented. Motion carried.

C. REVIEW AND POSSIBLE RECOMMENDATION OF THE PCPL ANTIRACISM STATEMENT

Reneé Bibby, Visual Marketing Manager, presented on the new PCPL Antiracism Statement:

Reneé Bibby has been coordinating the antiracism work at PCPL, along with a team, for about a year. Deputy Director Prechtel-Altman is also on the team. The Antiracism Team has looked at what the Library wants to be as an institution, both internally and externally. Last year, they issued a Black Lives Matter statement which was powerful and galvanizing for staff, and acknowledged in a formal way that PCPL would become an antiracist organization.

The team came up with language that would speak to how PCPL would commit to being antiracist and formed ten tenets that PCPL will commit to as a system. It was vetted through the Collaborate Action Team (PCPL's leadership team), and received feedback to include acknowledgment that even though libraries are perceived as neutral, positive places, they also have a historical role that has been part of racism.

The ten tenets inform what is going to be built into an antiracism organization and what PCPL is building into an antiracism three year plan. They will be used as the framework to look at what it means to examine and work against institutional racism and systemic advantage and oppression, and what it looks like as a culture in a community as we interact with each other.

Next steps are to put it out to the public sphere so that it can be formally acknowledged to the community that this is the work that PCPL will be doing. It is anticipated that there will be some kickback.

Elizabeth Soltero thanked Reneé Bibby, and acknowledged the historical element of accountability, and how important it was to address it. She asked how the three year plan would be made available. She sees the statement as strong, and thinks it will be stronger when actions are associated with it. Reneé responded that the team has barely started the huge three year plan project, but will probably state that it is coming.

Edward Buster asked if this was more an effort of PCPL's, or if the County was going to put something in place in their policies, procedures or practices that are currently in place. He asked if PCPL was leading the way, or putting into practice what is already in place? Director Mathewson said that the Library didn't take the lead, but certainly got the ball

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rolling. When she talked with County Administration about the work PCPL was doing, it created the need for a Diversity, Equity and Inclusion Committee for Pima County. The County is looking to create a job description for a Diversity, Equity and Inclusion manager for the County. The Library is also looking at adding another position since the work the Antiracism Team has been doing is time-consuming in addition to doing regular work.

Director Mathewson shared the antiracism statement with County Administration, and because they are aware of the ripples the Black Lives Matter statement made, they asked that the statement be brought to the Library Advisory Board. While it would be great to have the Library Board's support and would be nice to take back to County Administration, a vote isn't required.

Edward Buster thanked everyone for leading the way. Elizabeth Soltero added that she is fully in support of the statement, and that it was useful having a common language to use.

Elizabeth Soltero moved and Barbara A. Escobar seconded to approve the Pima County Public Library's Antiracism Statement as presented. Motion carried.

Maria Iannone wondered if using the term "white privilege" was charged and might turn people off. She also noted that having the ten tenets was similar to the Ten Commandments in the Judeo-Christian tradition. Director Mathewson agreed that words are important. Deputy Directory Prechtel-Altman is on Urban Libraries Council (ULC) team that work on these issues. Some of the things they struggled with was instead of using Diversity, Equity and Inclusion, the term antiracism would be used instead. And the words "white privilege" and "white supremacy" can be charged but when looking at the definition, there really is white privilege.

ANTIRACISM STATEMENT

Antiracism is a stand against all forms of racism and the oppression of marginalized groups. Antiracism requires actions to recognize racial bias and provide equitable opportunities for all people on an individual, institutional, and systemic level. Pima County Public Library stands with libraries all over the country to condemn racism and racist violence and to express solidarity with Black, Indigenous, and people of color (BIPOC).

Public libraries have a critical role to play as trusted community partners and pillars of democracy. Yet, while hailed as being community partners and pillars of society, the social norm of segregation and bias in America dictated the culture of libraries in practice, marginalizing and even excluding BIPOC's. Public libraries therefore have played a historic role in maintaining systems of white supremacy. We recognize that there is a legacy of racist policies and practices that still impact BIPOC communities today. Pima County Public Library acknowledges the role we have played and are called to action by the frustration, anger, and push for long-overdue change initiated by BIPOC.

Pima County Public Library (PCPL) is committed to equity, justice, and inclusion for all Pima County community members. We embrace our organizational responsibility to change those practices that perpetuate structural racism in our library system and to hold ourselves and one another accountable. Moving forward, we will take action on these commitments so that we do not perpetuate racism in any form.

WE STAND COMMITTED:

1. To affirm absolutely and in solidarity our identity as an antiracist organization.
2. To continually educate ourselves about racism, including but not limited to: implicit bias, microaggressions, white privilege, ethnic oppression, racist policies and practices, and other ways people maintain power at the expense of others.
3. To examine and work against institutional racism and systemic advantage and oppression.
4. To create an antiracist culture within PCPL through our policies, programs, and practices.
5. To develop and use strategies and best practices that dismantle racism within all aspects of our organization and the work we do within our communities.
6. To prioritize recruitment and retention of BIPOC staff and ensure that our system is a welcoming, supportive, and safe space for BIPOC team members.
7. To ensure that library operations, resources, programs, collections and services are equitable in design and delivery, as well as responsive to the needs of the BIPOC communities we serve.
8. To center and amplify programs, services, and communications for BIPOC that honor culture, voice and linguistic heritage.
9. To provide programs, services and communications in Spanish and as many other languages as possible to reach a wider community.
10. To collaborate with other organizations, institutions, and community leaders that are actively committed to antiracism work.

We, the staff and administration of Pima County Public Library, pledge to uphold these ten commitments and will interpret our Library policies and practices accordingly.

D. DISCUSS AND POSSIBLE VOTE ON FUTURE MEETING LOCATIONS

John Halliday commented that the bylaws state that meetings will be held at different branches. He added that when meetings were held in person, they were held at the Joel D. Valdez Main Library, located downtown. He thought the intention of meeting elsewhere was to make it easier for members of the public to attend. He suggested meeting once or twice a year in a location other than downtown.

Edward Buster asked Director Mathewson what the current meeting policy was in Pima County. She responded that at this time, most committees have been meeting virtually, and the County have allowed Boards to go back to meeting in person if they wanted to. She thinks their position may change based on whatever future decisions the Board of Supervisors make. Edward Buster asked Director Mathewson if the Delta variant was a factor in making that decision, and she responded affirmatively. John Halliday said that when he and Director Mathewson talked about meeting at Sahuarita Library in September or October, it seemed possible then. But at this point, it might need to be postponed to a later date. Director Mathewson added that there doesn't need to be a vote yet, and when the Board is able to meet in person, it could be revisited.

8. LIBRARY REPORTS

A. COMMUNITY RELATIONS REPORT

Holly Schaffer, Community Relations Manager, highlighted and/or added to her written report:

- There was a recent blogpost on how to share and save seeds through the Seed Library. [Saving and sharing seeds](#)
- A booklist recently went out that was on helping kids cope with Covid-19. [Helping kids cope with COVID](#)
- PCPL recently launched mobile checkout, allowing the ability to checkout with an app. [Mobile checkout](#)
- Limited edition bookmarks that were created by local teens were recently released. They worked with Reneé Bibby to create them. [Teen bookmarks](#)

B. LIBRARY DIRECTOR'S REPORT

Amber Mathewson, Library Director, highlighted and/or added to her written report:

Director Mathewson made a corrections to her report. She'd reported that 30 LTA positions were placed, but there were actually 32 hired.

The Librarian I interviews were completed and the finalized list is being worked on. It is hoped that 30 will be hired. There will be another internal recruitment for LTAs in the fall.

Under Library Services on her report, Director Mathewson discussed plans for moving forward in terms of increasing hours and programs and services, but the Delta variant will probably change some of the dates. The upcoming Board of Supervisors meeting will be discussing mandatory vaccinations for Pima County employees. Some state and local governments have already mandated it. The Board of Supervisors is also talking about reinstating the State of Emergency for Pima County, which if passed, could lead to mandatory masks again. In-person programming will be pushed back if necessary. All of these continual changes have taken a toll on staff.

In 2019, the Library was open 1,400 hours a week, when counting every hour at every branch, with 200 FTE working those hours. Prior to August, the Library was open 875 hours a week, with about 185 FTE working. Some hours were expanded, so currently, the Library is open 962 hours per week. The plan was to go up to 1,170 hours by November with 209 staff. During this time, PCPL was short-staffed, and although the usual programming isn't being done, staff had other duties, including curbside service, which required doing 100% of the checkouts.

Director Mathewson informed that PCPL is starting to do more collaboration with the Pima County Health Department. And Deputy Director Simon is working with County IT on a project to provide Wi-Fi on a broader base throughout the County.

Edward Buster asked about the status of Career Online High School. Ken Zambos answered that the program has continued. Originally, the Library was using an intermediate company but is now going directly through the program provider and will hopefully be set for the next 5 years. Since January, there were 25 graduates, and there are now 16 students so far, with several other potential students. There may be an in-person graduation, but it depends on what Covid is doing at the time. John Halliday said that when he and Maria Iannone visited with District 1 Supervisor Scott, he was very interested in Career Online High School.

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Edward Buster ask about the status of the Bookmobile. Director Mathewson said that things were moving slowly at this point. Deputy Director Prechtel-Altman added that it is being used for a few events, but that most communities are not welcoming it back yet. Library Services Manager, Amy Rusk, added that the Pascua Yaqui Tribe and the Tohono O'odham Nation are not ready for it at this time, but hopefully soon.

C. PUBLIC SERVICES REPORT

Karyn Prechtel-Altman, Deputy Director of Public Services & Community Engagement, highlighted and/or added to her written report:

The Latinx Program Manager, Anna Sanchez, retired. It is a huge loss for the Library as she has done amazing work. The Library is interviewing for a detail (temporary) position until someone can be hired permanently.

Programming has been very popular over the summer, including a Virtual Art in Afternoon program that Dusenberry-River Library is putting on with the Tucson Museum of Art. Job Help increased exponentially in June and July. The Library recently had a very robust Virtual Team Volunteer Program, which has been hugely successful for teens.

Staff has been tired, concerned, and anxious about the Delta variant, particularly because the Library can't mandate masks right now, which has had its own challenges. PCPL is trying to help them through this anxiety.

The Library is partnering with the Health Department and several other organizations including Marana Healthcare, to promote health literacy and Covid information. Deputy Director Prechtel-Altman is taking the lead on that for the Library. They will be meeting a lot in the next few months and she will be able to update the Board at a later date.

Edward Buster asked if there were any issues with sanitizing surfaces regularly, and if it helps to instill a sense of safety. Deputy Director Prechtel-Altman replied that there is daily cleaning as well as a routine to keep surfaces clean. The Library was stricter about cleaning in the beginning, but knowing now that there is less likelihood of transmitting the disease through surfaces, they are not as strict. Staff still does not share computers and remains distanced. There haven't been any issues raised about cleaning. Director Mathewson also recommended that they continue wearing masks while in public areas.

D. SUPPORT SERVICES REPORT

Michelle Simon, Deputy Director of Support Services

Director Mathewson reported for Deputy Director Simon, who was not in attendance.

Edward Buster asked if the Library was experiencing any issues with getting qualified workers, or delays with attaining materials for facilities projects. Director Mathewson responded that there haven't been issues with crews, but there have been issues with materials. For example, the Sahuarita Library was supposed to open in July but because of delays with construction materials, it may not open until September. Also, the furniture for the 4th floor renovation has been delayed.

John Halliday asked if the book lockers were getting used. Director Mathewson responded that all six locations that were supposed to get them have them now. The Library has gotten a lot of great feedback. Someone whose sister is hearing impaired, wrote in to

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thank the Library for the lockers, saying it has helped with her anxiety by not having to deal with people when she picks up her holds now. With limited hours, people are thrilled that they can pick up their books.

9. ADJOURNMENT

Edward Buster moved and Maria Iannone seconded adjournment of the meeting. Motion carried and meeting adjourned at 5:09 p.m.

Next Meeting: September 2, 2021, at 4:00 p.m.

Submitted by:
Judy Moses
Senior Special Staff Assistant