

CITY OF PEORIA, ARIZONA
LIBRARY BOARD MEETING
Sunrise Mountain Branch Library
September 8, 2008

A meeting of the Library Board of the City of Peoria, Arizona was convened in open and public session at Sunrise Mountain Branch Library, 21200 N. 83rd Avenue in Peoria at 7:06 p.m.

Members Present: James Abraham, Steve Poe, Rhona Cohensitt and Jack McCleary.

Members Absent: Barry Spiegel, Shirley Berow, and Joan Leone.

Member Emeritus: 0

Other Municipal Officials Present: David Hunenberg, Library Manager; Pattie Fransen, Branch Library Manager; and Heather Cammarata, Executive Assistant.

Audience: 0

CONSENT AGENDA:

1C INTRODUCTION:

David Hunenberg introduced Pattie Fransen, the new Branch Library Manager, to the Board. No action was taken.

2C MINUTES:

A motion was made by Steve Poe, seconded by Rhona Cohensitt and upon vote, carried unanimously to approve the Consent Agenda (the minutes of the June 9, 2008 meeting of the Board.)

REGULAR AGENDA:

UNFINISHED BUSINESS:

3R Library Board Meeting Date Changes

David Hunenberg, Library Manager reviewed the existing meeting schedule listed in the City Code. Jack McCleary questioned how often the Board met last year. David Hunenberg answered that the Board typically meets four to six times a year, or about every other month. James Abraham suggested that the Board meet the second Monday of the month in January, March, September, and November. Rhona Cohensitt made a motion to hold Library Board meetings in the months of January, March, September, and November, Steve Poe seconded the motion and, upon vote, the motion carried unanimously.

NEW BUSINESS:

4R Library Circulation Policy Update

David Hunenberg reviewed the Library Circulation Policy update with the Board. Two changes are being proposed to the existing policy. These changes include adding parental responsibility for items checked out by children and no refunds for fees charged for lost or damaged materials. Rhona Cohensitt made a motion to approve the Library Circulation Policy update. The motion was seconded by Steve Poe and, upon vote, the motion carried unanimously.

5R Donated Materials Policy Update

David Hunenberg reviewed the Donated Materials Policy update with the Board. Rhona Cohensitt brought some minor grammatical corrections to his attention. Steve Poe made a motion to accept the Donated Materials Policy update with the minor changes, Jack McCleary seconded the motion and, upon vote, the motion carried unanimously.

CALL TO THE PUBLIC: (Non-Agenda Items)

Reports from Staff:

1. Staffing update

David Hunenberg gave this update and indicated that the Branch Manager position has been filled. There are two part-time clerk positions open at the Main Library. All new positions for the Branch Library will go out for recruitment in December. All open positions are posted within the City and the Arizona Library Association's website. David said that the following positions will be added: Sr. Adult Librarian, Sr. Youth Librarian, Sr. Circulation Services Coordinator, 2 Library Assistants, and 2 Librarians, (one full time and one part-time). Some of these positions will not be filled immediately, but will be phased in over time. There will be 16 FTE (full-time equivalents) of which 8 FTE currently exist.

2. Friends Report

David Hunenberg reported that the Friends group will be donating approximately \$42,000 to the new Branch Library. This money will be used to purchase 12 laptops, art, and help with the grand opening festivities. They will also be sponsoring a "Give a Book" program where the public can donate a book. David said that donations will be recognized by a plaque placed in the library. David Hunenberg said that the next Friends book sale will be November 1st and volunteers are needed. David reported that several members of the Friends have been at the Main Library processing books for approximately 4 hours per week.

3. Teen Read Week 2008

David Hunenberg reported that the Friends of the Library are sponsoring the Teen Art Show in October and will donate \$1000 for prize money. Teen Read Week will take place October 12-18 with the Winner's Art Reception on October 15. Tonya Stuempfl, Teen Librarian, is doing a great job bringing teens into the Main Library. A teen photo contest is planned for spring and there is an upcoming pie eating contest sponsored by Village Inn. The teen group will also be adopting a family at Holiday time and helping at the Friend's book sale.

4. Summer Reading Programs 2008, final report

David Hunenberg handed out the final report for the 2008 Summer Reading Programs. The adult and teen programs both showed large increases which is attributed to hard work on the part of staff. The children's "Read Your Way to the Ballpark" program is a valley wide program.

5. New Branch Update

David Hunenberg informed the Board that the next tour date is scheduled for October 3rd at 3:00 and 3:30 p.m. No sandals are permitted on the tour. Currently, glass is being installed and desert landscaping will start soon. Jack McCleary questioned if construction is running on schedule. Pattie Fransen answered that it is. David said that work is underway to build the opening day collection. The Friends have rented a storage facility to help house donations and other materials being processed in house.

6. State Grants in Aid & LSTA Grant

David Hunenberg informed the board that Peoria will be receiving \$7200 from SGIA (State Grants in Aid) which will be used to purchase early literacy stations for SML Branch Library. An LSTA grant is being used to move the computer lab to the second floor of the Main Library where the reference section was previously located.

REPORT FROM THE BOARD:

James Abraham has started a new program at the Library called Let's Speak Spanish. Eventually the program will run every week and alternate between the Main and Branch Library locations. The program is a round table where participants of all levels can come to speak Spanish.

ADJOURNMENT:

There being no further business to come before the board, Steve Poe made a motion to adjourn the meeting. Jack McCleary seconded the motion. The meeting was duly adjourned at 8:27 P.M. the next meeting of the board will take place on December 8 at the Main Library.

Barry Spiegel, Chairperson

Heather Cammarata,
Executive Assistant