

**GLENDALE PUBLIC LIBRARY  
LIBRARY ADVISORY BOARD MEETING**

**MINUTES**

Thursday, May 20, 2010

7:00 P.M.

Velma Teague Library

7010 N. 58<sup>th</sup> Avenue

Glendale, AZ 85301

**Members Present:**

Ms. Camille Donley, Chairperson  
Ms. Cherie Hudson, Vice Chair  
Ms. Allison Tedford  
Ms. Char Sharp  
Ms. Sandra Burr

**Others Present:**

Ms. Sue Komernicky, Library & Arts Director  
Ms. Lesa Holstine, Library Mgr., Velma Teague Library  
Ms. Claudia Leon, Librarian, Glendale Library  
Ms. Judith Castiano, Librarian, Glendale Library  
Ms. Susan Murray, Librarian, Glendale Library  
Ms. Coreen Wagner, Librarian, Velma Teague Library  
Ms. Kathy Hamel, Library Mgr., Glendale Library  
Ms. Karen Hesser, Deputy Director, Glendale Parks and Recreation  
Ms. Christine Frederickson, Management Assistant, Glendale Parks and Recreation  
Ms. Cynthia Burmeister, Secretary, Glendale Library

**Excused Absence:** Ms. Kathy Bickerstaff  
Mr. Ken Wixon

**Unexcused Absence:** Ms. Sarah Mitchell

**CALL TO ORDER**

Ms. Donley, Chairperson, called the meeting to order at 7:00 p.m.

**APPROVAL OF MINUTES**

Ms. Donley requested a motion to approve the minutes of the meeting held April 15, 2010. A motion to approve was made by Ms. Tedford. The motion, seconded by Ms. Sharp, passed unanimously.

**PARKS & RECREATION MASTERPLAN**

Ms. Karen Hesser, Deputy Parks and Recreation Director, gave a presentation on the Glendale Parks and Recreation Master Plan. The last city Master Plan was adopted in February 2002. Since that time, many changes have occurred within the community and surrounding areas. This update is a 10-month process and will result in a detailed "road map" that will identify community priorities for recreation and park facilities, as well as outline a plan of action. Input from Board & Commissions as well as local interest groups, community organizations and businesses, public officials and private citizens will be critical to help establish priorities for current and future parks and recreation services, programs and facilities offered within the city of Glendale. Ms. Hesser solicited feedback from Library Advisory members, asking a series of questions relating to the current perception of operations and programming ideas and events, which facilities are most highly used, what services are most valued by the members, revenue generating ideas, assessment of park usage, and the overall handling of community needs.

## **TOUR OF VELMA TEAGUE LIBRARY**

Ms. Holstine, Velma Teague Library Branch Manager, provided a tour of Velma Teague, visiting all areas including the Teen Zone and computer lab. Ms. Holstine also discussed culture passes, the book sale area and the peer recognition board. Ms. Holstine introduced Ms. Wagner, who discussed the LSTA grant received by the library for youth services development. Ms. Holstine commented on a monetary gift received that was put towards updating the Spanish collection.

## **SUMMER READING PROGRAM**

Beginning in the summer of 2000, the Arizona Diamondbacks and the Arizona Republic joined with the twelve public libraries in Maricopa County to present "Read Your Way to the Ballpark"!, a summer reading program for children and families. This cooperative effort proved extremely successful for the libraries and sponsors. All three libraries have also offered teen summer reading programming which has been successful. Ms. Murray and Ms. Wagner gave presentations/previews of the summer reading activities that will take place at each of the libraries. Ms. Murray discussed the comic strip theme of this year's program for children up to the age of eighteen years. Ms. Murray also discussed this year's prizes geared toward the importance of reading. The Summer Reading program begins June 1<sup>st</sup> and runs through July 31<sup>st</sup>. Due to staff reductions and time constraints, several librarians created an informational DVD of the Summer Reading program which was sent out to the public schools. Ms. Murray also talked about the teen program, interactive on-line capabilities, and a digital photo scavenger hunt. Ms. Wagner talked about Mr. Greg Kinder, librarian at Velma Teague library and his involvement with the teens at that location. The Velma Teague library will be offering many fun events including a soap making workshop and an after-hours teen party.

## **REVISION OF THE PETITIONS & SOLICITATIONS POLICY**

Revision of Glendale Public Library's Petitions & Solicitations policy is necessary in order to provide clarity to our patrons while recognizing the constitutional right of non-library, non-profit organizations and groups to assemble on public property. The last revision to this policy was in 2004. Ms. Kathy Hamel distributed and read the revised policy. Ms. Komernicky mentioned previous concerns with regard to solicitations, stating that library managers, supervisors and the Glendale Police Department would be involved in the resolution of any violations of existing policy. Ms. Sharp suggested having petitioners and solicitors sign a copy of the policy upon arrival, acknowledging their understanding and acceptance of this policy. Board members were in agreement. Ms. Donley requested a motion to approve the revised Petitions and Solicitations Policy. A motion to approve was made by Ms. Sharp. The motion, seconded by Ms. Tedford, passed unanimously.

## **BUSINESS PLAN ADJUSTMENTS**

Ms. Komernicky reiterated that the libraries have had a reduction in staffing levels of 45% over the last two years. Ms. Komernicky reviewed the library's hours of operation beginning July 1, 2010. In addition, Ms. Komernicky reviewed upcoming changes to policy including requiring a library card to use library computers and to check out library material. Patrons must have a library card to receive products and services. Ms. Komernicky also reviewed fee increases including a \$5.00 per quarter increase for non-resident cards, increasing the charge to have items held and increasing the replacement fee for lost library cards, pending Council approval. Ms. Komernicky asked for input from board members on the proposed meeting room fees. There were 315 survey letters sent out to meeting room users, asking for their input on the change in operating hours and their feeling on the proposed meeting room fees and if they would continue to use our facilities if fees were imposed. Ms. Komernicky stated the results are still being compiled but most stated the fees were still too high even recalculating the fees. The following represents the responses from board members on the topic of meeting room fees:

- Fees should be imposed at some point
- Charging a flat rate (if they use for one hour or more up to 3 hours) is a good idea, with non-resident rates being higher.

- Charge all non-profit groups the same rate.
- Meeting room users/organizations should have a Glendale library card. Non-resident users would pay the non-resident fee.
- All agreed that the commercial rate was acceptable.

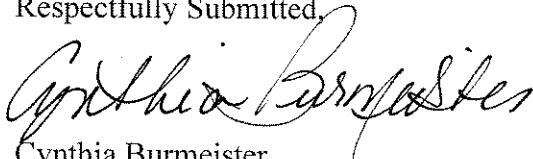
#### **LIBRARY DIRECTOR UPDATE**

- Ms. Komernicky announced that Ms. Mitchell's term will end on May 27, 2010.
- Ms. Komernicky read the nomination for Lisa Colcord, May's Employee of the Month.
- There is a tentatively planned Community Services Group meeting/rally in August 2010.
- Ms. Komernicky thanked Ms. Burr for the check received from the Glendale Arts Council. The donation was divided between the three Glendale libraries and used for youth programming.
- The library obtained 91 books from the book drive held out at Westgate from their free movie event.
- Ms. Komernicky discussed temporary employees.
- The Glendale library received an early literacy grant that will be used to create a youth early literacy activity centers at each of the three libraries.

#### **ADJOURNMENT**

Ms. Donley requested a motion to adjourn the meeting. Ms. Tedford moved that the meeting be adjourned. The motion, seconded by Ms. Hudson, passed unanimously. The meeting was adjourned by Ms. Donley at 8:48 p.m.

Respectfully Submitted,



Cynthia Burmeister