

Action Minutes
Library Advisory Board Meeting
160 W Central Ave, Coolidge, AZ 85128
November 17, 2016

Call to Order

Meeting was called to order by Andrea at 6:00 PM

ATTENDED: Kevin Todd
Ralph Swain
Olan Williams
Larry Gallaher
Andrea Hille-Andrews
Rod Gipson

ABSENT: Brenda Mitchell

STAFF: Joyce Baker

Approval of Minutes

Minutes were distributed. Kevin moved that minutes be approved, Ralph seconded it.

Reports

Joyce Baker presented the Library Manager's Report.

Business

Update on library expansion

Joyce provided the members of the board with an update of the library expansion including some minor set-backs the construction crews have had. Construction should be done by May 7, at the latest.

Review of Staffing

The library has hired a new employee (Lanita Hidalgo). She has been performing very well and appears to be enjoying the community, as well as work.

Grant Application Status

The architect and library staff had initially planned a patio in the library expansion. However, due to lack of funding the patio, along with other aspects, it had been removed. Joyce at the request of City Council and City Manager applied for state library 50/50 grant that would pay for the patio. This grant will also include security cameras for inside and outside the library due to frequent vandalism.

Highlights of Research Institute for Public Libraries Conferences

Joyce reported on her time at the conference and the key takeaways.

Study room best practices

Board members discussed the many possible 'best practices' of the study room that will be included in the expansion project. Motion was made by Kevin to have library staff prepare and circulate a questionnaire amongst patrons to gauge proposed public interest/use of the room. The questionnaire will ask about the length of time patrons would need the room, frequency of time the room will be used, and the purpose for which patrons would use the room. Larry seconded the motion and motion passed with all in favor.

Information collected from this questionnaire will assist board members in helping guide best practices for the study room.

Discussion of proposed service changes

No new services were discussed. Joyce thanked everyone for their participation in library events and service to the board.

Call to Board

Nothing to report.

Call to the Public

No members of the public were present.

Next Meeting Date: January 19, 2017, 6:00 PM

Adjournment

Ralph moved the meeting be adjourned at 6:57 pm with Andrea as second. Meeting was adjourned.