

Action Minutes
Library Advisory Board Meeting
160 W Central Ave, Coolidge, AZ 85128
January 17, 2019

Call to Order

Meeting was called to order by Andrea Hille-Andrew at 6:05 PM

ATTENDED: Julie Brown
Ralph Swain
Andrea Hille-Andrew
Kevin Todd

ABSENT: Monte Allen
Linda Heath
Brenda Mitchell

STAFF: Joyce Baker
Ricky LaPaglia

PUBLIC:

Approval of Minutes

Minutes were distributed.

Joyce Baker presented the Library Manager's Report

Some highlights included the FRANK Talk, "Can We All Get Along?", AZ Speaks: Armed with Our Language We Went to War – Navajo Code Talkers. FRANK Talks are free. Arizona Speaks costs us \$100 each. Polar Express Storytime was also very popular.

Business

1. **Election of officers** – Andrea agreed to continue to be the chair. Julie agreed to continue to be the secretary and Kevin agreed to be the vice chair. Andrea made a motion to leave officers as they are. Kevin seconded it. Motion carried.
2. **2018 statistics – Program comparison.** The number of programs has almost doubled in the past two years. Attendance has also gone up. The library has focused on the teen population. They are the hardest to get engaged at the library, but the library staff has been successful in getting more teens to come to library events.
Patron count – Patron count has dropped. This tends to happen when the economy is good. People have their own devices so they do not need to use the library computers. Patrons tend to still come to the library to use the Wi-Fi

during good economic times but not the computers. However Kevin noted that circulation increased in 2018. This is a good!

3. **Goals for 2019** – Grand Opening will be in February. Joyce invited board members to attend.
 - a. There is discussion to do a Story Walk at San Carlos Park, where you install small pillars in the park and insert pages of a book inside. Then families move through the park and read the book. Library staff will change out the book regularly so families will have a fresh story to read.

Ralph asked if there was any way to check for comprehension after students do the Story Walk in the park. Joyce suggest there could be a way to have families respond to comprehension questions on social media. This measures participation in the program but it also brings additional engagement to the library social media pages.
 - b. Joyce also talked about Rokenboks. They are building blocks that are programmable. Joyce is going to apply for a mini STEM grant to pay for these.
 - c. Joyce has \$4,000 left of county money which will be put into furniture in the teen area.
 - d. Joyce is also looking to engage more local businesses to support the summer reading program. Joyce is concerned that the programming money will run out before the summer. Dreamline Motors seems warm to the idea of providing funds for back to school supplies again and Sue Bacon will apply for a Walmart grant. We are hopeful that Walmart might come through this year as they have a new manager.
 - e. Andrea asked about the checking out backpack idea that was discussed in the past. There was also talk about having a Library Walk throughout Coolidge. Joyce said that she would have to divert money from the book budget in order to do this program. Joyce said some libraries hike while discussing a book that they are reading, i.e., a hiking book club. Joyce indicated that there could possibly be a book budget increase from the County for 2019-2020. If so, she could use some of that money to purchase the backpacks and materials Kevin made a motion to buy backpacks with travel information for Arizona and National Parks. Ralph seconded the motion. The vote was passed unanimously.
4. **Status of Grant and Grand Opening of the new Children’s Room** – Since the board met in the Children’s Room, they were able to see the purchases made thus far with the 2018 LSTA Grant – Let’s Meet to Learn and Play. Joyce indicated she has a few more items on order and then she needs to buy some toys. She should be finished with those purchases soon. The library staff will survey

families before the Grand Opening/Ribbon Cutting to measure confidence in teaching their children pre-literacy skills during play. Then the families will complete the survey in July to measure whether the confidence level has increased. Grant Report is due at the beginning of September.

The Grand Opening of the Children's room will be February 22. The ribbon cutting ceremony will begin at 9:30 a.m. Dignitaries will be invited. Joyce has invited board members too. Families and children are using the new purchases already. The LEGO tables are popular. There is still a car coming from Germany which will be part of the activity wall. Everything should be here other than the car before the Grand Opening. The car will take a few more months to arrive.

5. **Discussion of late fees and possible alternatives to our current policy.**

\$14,000 was brought in between 9/1/17 – 8/31/18. Of that \$14,000, \$3,000 was in late fees. The balance was for copies, faxes, and replacement fees. Studies have shown that when you remove the barrier of late fees, people that normally won't come to the library, decide to return because they are not afraid that their kids will run up late fees. Studies also indicate that late fees are not a deterrent. People who struggle to return things on time are not motivated to change behavior based on late fees. They will either not use the services or they will just accept that they have to pay a little for being late. If we do recommend removing the barriers of late fees, City Council would have to approve the change.

Joyce also addressed the issue of people who don't have identification who want to use the computers. \$830 was collected from people who wanted to use the computer but had late fees. People who have an outstanding balance are asked to pay \$1 towards their balance to be able to use the computer. This also creates a barrier for people who don't have any money. This policy also forces staff to check ID before handing out guest passes. If this requirement was removed, then people without IDs would be able to use computers. As long as this policy is in force, there isn't any way to open access to the computers to people without ID.

\$100,262 is owed in fines and late fees for items which are more than five years old. The current balance of all outstanding fees and fines is \$153,000. Joyce said a "Guilt Jar" could be a way to generate money in lieu of fines. Ricky said the biggest hurdle to making this change would be to get city council to understand that we are probably never going to get the \$100,000 from the over five-year-old fines. Therefore it is unrealistic to continue carrying these very old balances on the books.

It might be fun to have a publicity promotion with the 50-year anniversary celebration where any fine forgiveness/amnesty day event would occur in conjunction with the anniversary celebration scheduled for late this year (the building is 50 years old this year).

Kevin made a motion to:

- Remove late fees for items not returned on time but keep replacement fees and processing charges for items not returned in a timely manner.
- Remove the requirement to show ID to for computer usage so that adults who do not have ID for various reasons would still be able to access the computers.
- Affix a “Guilt Jar” at the circulation desk so people who feel bad about returning items late can still donate to the library. These funds would be included with the library’s cash deposits to Finance on a monthly basis.
- Then in conjunction with the 50-year anniversary celebration, forgive all late fees and all replacement fees currently on the books. Going forward people would still be charged replacement fees and processing fees for items that are not returned to the library within 30 days.

Ralph seconded the motion. The motion was passed unanimously.

6. **Possibility of inviting a teenager or young adult to advisory board meetings.** The oldest student who came to the First Junior Friends Meeting today was eleven years old. The Board is looking for someone a little older than that. Staff is still exploring the idea of starting a teen board where teens would help select and plan events. If that happens, then one of them could come to our meetings. Staff will continue to try and find a teen or two willing to participate in future Advisory Board Meetings.
7. **Discussion of any proposed service changes** – None were discussed.

Call to Board

Call to the Public

Next Meeting Date: March 21, 2019, at 6:00 pm.

Adjournment

Ralph moved to adjourn at 7:15 p.m. Kevin seconded the motion. Motion carried. Meeting was adjourned.