

Action Minutes
Library Advisory Board Meeting
160 W Central Ave, Coolidge, AZ 85128
January 19, 2023

Call to Order

Meeting was called to order by Andrea Hille Andrews at 6:17 p.m.

Attended in Person: Monte Allen
 Andrea Hille Andrews
 Linda Heath
 Shasta McKinney

Attended via Zoom: Janell Alewyn

Absent: Brenda Mitchell
 Kevin Todd

Staff: Joyce Baker

Public:

Approval of Minutes

November minutes were distributed. Linda Heath made a motion to approve the minutes and Monte Allen seconded the motion. Motion passed.

Library Manager's Report

Joyce reported on the *Build a Friend* program for preschoolers offered in December. Children built their own personalized stuffed animal. The program was a big hit with the parents and children who participated.

The *Stuffed Animal Sleepover* had to be canceled in December due to staff illnesses. This is one of the most popular events of the year; the library has rescheduled it for March 2023.

Joyce shared some of the adult programs offered over the past two months: 1) In November, *Dia de los Muertos* with Zarco Guerrero offered entertaining, masked characters. This was an AZ speaks presentation. 2) Local author Joe VanZutphen gave a talk in November sharing his book, *Child of Sonora*. 3) ASU professor, Jennifer Richter led a FRANK Talk round-table discussion about *Energy in an Uncertain World* in December. Monte commented on how good the AZ Speaks program, *Dams, Mines, and Hotels* was on January 11.

Joyce also mentioned some upcoming programs/events:

A Native Bee presentation will be offered January 31 at 3:30.

Eat, Taste, Read will be on February 13. Participants will expand their reading palate with a book tasting. This will be an opportunity to try out books that are different from your normal choices.

Two new monthly programs have been added:

Write Minded, a workshop on journaling will meet on the second Tuesday of each month at 2:30. This program is for all ages. Staff hopes to reach adults and home schooled children.

Get Hooked on Crochet will meet the third Thursday of each month at 2:00.

Joyce reported that the library staff is developing excellent partnerships with the area teachers and school library workers. Dani taught information literacy classes to all 5th and 6th graders at Heartland Ranch Elementary in November, and a *Reading under the Stars* event at West School.

The December Blood Drive collected 23 pints of blood for the Red Cross.

In other news, the city council approved a 3-year contract for a new reading program called Beanstack. The first reading challenge, *1000 Books before Kindergarten* will launch in February.

Business

Elect officers: Kevin Todd will miss the first three 2023 meetings due to work demands, so Shasta McKinney said she could serve as Vice President. After securing their consent, Linda Heath moved that all other officers remain in their current positions. Monte seconded the motion. Motion passed. Officers are Andrea Hille Andrews-President; Shasta McKinney-Vice President; Janell Alewyn-Secretary.

Friends of the Library update: The Friends have supplied 150 school children with bags of school supplies at a cost of \$11 per child. Sixty-seven percent of the supplies have been distributed, with 50 bags left to be given out. Shasta volunteered to share this information with teachers at Imagine School.

The Annual Book Sale set up will be Wednesday, January 25, starting at 9 a.m. The sale is Friday and Saturday, with box up on Sunday. The Purple Heart Thrift Store will pick up unsold items on Monday or Tuesday.

Identify 2023 goals for Library and Advisory Board

Joyce asked for ideas of goals that the board could pursue in 2023 that do not involve any policy changes. She offered Kevin's backpack idea as an example of a previous goal that is just now coming to fruition. Once the county catalogs the contents of the bags and they will begin to circulate.

1. Focus on ways to serve the community.

Example: We have a Memo of Understanding to the City Council between the Coolidge Public Library and Central Arizona College. CAC will hire ESL teachers to teach classes at the library. While this is a great way to serve the community, the program has to meet after hours, twice a week, and the challenge is to have enough staff to accommodate this high-demand program. The board will try to suggest other ways like this that the library can serve the community.

2. The Board had an in-depth discussion about advertising the library's services and programs.
 - a. Andrea brought up Coolidge Senior Place Apartments and the Nextdoor app as possible outlets.
 - b. Shasta offered to post the monthly calendar on Imagine's Facebook page. She mentioned that other schools also have their own communication methods where they could share library events.
 - c. Andrea suggested that each Advisory Board Member identify at least one place where they can post the library's monthly calendars.
 - d. Shasta suggested a partnership with local schools to see if instructors might offer students extra credit to attend library programs.

3. Andrea suggested that each Advisory Board Member spend a partial day with the library staff member(s) to get to know them better and become familiar with what each does to support the library.
4. Joyce will explore how to make the library calendar easier to find.
5. She will also add all Advisory Board Members to the early calendar email list so they can share it. She reminded members about Open Meeting Laws. Board members can still let each other know if they have shared a calendar somewhere.
6. Andrea suggested we change Item 5 on the agenda from Proposed Service Changes and to Reviewing 2023 goals progress.

Summary: although no formal action was taken the board agreed to become more familiar with library staff and their roles, and to further explore calendar and promotional opportunities.

Staff Updates

Brittany Dawson has been promoted to Library Assistant, starting December 5, 2022. Her former part-time position was advertised but only one of three candidates showed up for interviews. The position was re-advertised, and potential candidates will be interviewed in early February. Tisha has passed many of her former responsibilities on to Brittany and Tisha is now responsible for adult programming.

Discuss any proposed service changes

No service changes were proposed at this time.

CALL TO THE BOARD

CALL TO THE PUBLIC

Items raised under this portion of the agenda cannot be responded to by the Coolidge Public Library Advisory Board until the provisions of the "Open Meeting Law" have been complied with.

Next meeting date: March 16, 2023 at 6:00 p.m.

ADJOURNMENT

Linda Heath moved to adjourn the meeting, Monte Allen seconded the motion and the meeting was adjourned at 7:25 p.m.