

Action Minutes
Library Advisory Board Meeting
160 W Central Ave, Coolidge, AZ 85128
January 18, 2024

Call to Order

Meeting was called to order by Monte Allen at 6:01 p.m.

Attended in Person: Monte Allen
 Linda Heath
 Britanie Kitchen
 Shasta McKinney

Absent: Andrea Hille-Andrews
 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 Shasta McKinney seconded the motion. Motion passed.

Library Manager's Report

Joyce drew attention to two special events. 1) The library offered a story time & bike rodeo in December. While there were several local longtime community partners, but the library also partnered with two new organizations – Phoenix Children's Hospital and Kids Need to Read. The hospital volunteer gave away numerous safety tools. Children received a helmet, safety glasses, bike bells and more. They also checked the children's helmets for a safe fit. Staff will make this an annual event. 2) PAPPAS Kids donated backpacks that were distributed to the children who attended the November Head Start Story Time. They left a few remaining backpacks as prizes for children who finish the 1000 Books before Kindergarten Reading Challenge.

Business

Elect officers for 2024: Shasta McKinney made a motion that Andrea Hille-Andrews would remain as president and Linda Heath would be vice president. Monte seconded the motion. The motion was approved unanimously. No one was willing to be secretary so Joyce will prepare the minutes for the time-being.

Discuss Friends of the Library book sale plans and need for assistance: The Friends' annual book sale will be held at the Women's Club on January 26 and 27. They will set up on Wednesday, January 24 at 9 AM. They can always use help setting up. They also need assistance on Sunday, January 28 to box up unsold books. Please come help, if you can. The address of the Coolidge Women's Club is 240 W Pinkley Ave.

Discuss status of grants: The library was just notified that they will receive an additional 500 pair of eclipse glasses. That means they will have 1000 pair of glasses to distribute for the April 2024 eclipse. 1) This is in partnership with the NASA Bilingual Eclipse Grant the library received. 2) The library has spent all but \$180 of the grant funds from the Enhancing Resilient Communities grant funded through The University of Arizona Department of Public Health in partnership with the AZ Library Association. The first Limited Edition Grab & Go kits were distributed in December. Another set of kits will be distributed in February. The remaining funds will be spent by April 2024. Staff have several alternate ideas for ways to spend the funds. 3) The library was notified that they were selected for the 2024 Thinking Money for Kids Grant. This grant supplies resources that will be used in five different in-person children's programs to help children learn how to use money. The program will run from September 2024 – December 2025. All materials are provided through a collaboration with the American Library Association and the FINRA Investor Education Foundation. The library received notification this week that they will receive the kits in Spanish too.

Discuss staff updates: Three staff members changed positions in December but no one left employment. Brittany moved from full-time Library Assistant to part-time Page. Maci moved from the front desk Library Clerk to take over Brittany's Library Assistant position. Then the new page, Krista Mayo moved to Macie's position on the front desk. The library is advertising for a part-time page in January.

Identify 2024 goals for the library and the advisory board: Joyce told the board that she has set five goals for the library to work on in 2024. 1) Update the Behavior Policy – staff will work on this together over the next few months. Then Joyce will bring it to the board for feedback and approval. 2) Update the hotspot procedures. The hotspot grant is ended so staff want to make the procedures less cumbersome. 3) Continue to build a stable staff. 4) Improve library security. The board discussed the challenges the staff are facing around library security and possible ways to improve it. 5) Post all of the Library Policies online. The advisory board will consider how they can help with these goals. They will also continue to discuss what goals they would like to work on when they meet again in March. No action was taken.

Consider any suggestions for additional library services: Shasta McKinney asked if the library had ever offered a coding club. Joyce told the board that there had been a club about five years ago. But interest eventually fell off to the point that only one child was attending. Staff is open to offering a club again as time permits and when there is interest.

Next meeting will be March 21 at 6 p.m.

Adjournment

Monte Allen motioned to adjourn and Linda Heath seconded it. Meeting adjourned at 6:59.