

**Action Minutes**  
**Library Advisory Board Meeting**  
160 W Central Ave, Coolidge, AZ 85128  
**May 20th, 2015**

***Call to Order***

Meeting was called to order by Rod at 6:04 PM

**ATTENDED:**

Kevin Todd  
Andrea Hille-Andrews  
Ralph Swain  
Rod Gipson  
Olan Williams

**ABSENT:** Brenda Mitchell  
Lawrence Gallaher

**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***

**Review Status of Grants**

Joyce updated the board on the status of the flooring grant and the proposed *Wii R Gamerz* Grant.

**Mini-Con - May 23**

Joyce updated the board on the upcoming Coolidge MiniCon and asked the board members to volunteer time.

**Update on Summer Reading Plans**

Joyce discussed several summer reading activities including some adult programming that staff is still scheduling. She passed out copies of the summer calendar, the SRP brochure that explains all of the events, and the Story Time schedule. Rod commended staff on the quantity and quality of programming, while holding down expenses. Advisory Board was especially happy to learn that the library will provide free back-to-school supplies to children again this summer.

### **Review Status of Architectural Contract**

Joyce informed the Advisory Board that the City staff committee selected a first choice architect for the patio project, Engbert Anderson Architects, from Tucson. Jill has contacted them to negotiate a contract. If the City and the architect cannot agree on a price, then the City will attempt to negotiate a contract with the second choice. Either company felt they could complete the work by November, which should open the door for the library to apply for more grant money for the construction phase of the project if needed.

### **Review Tentative 2015-2016 Library Budget**

Joyce explained that she has asked the City Council to make the temporary \$24,000 budget increase permanent for the upcoming fiscal year. She has also asked for an additional \$2,000 in programming funds. The status of the budget is still uncertain.

### **Review Results of City Survey**

Joyce shared the results of the Citizen Survey. The Board celebrated the positive satisfaction rating given to the library. Kevin observed that it is especially encouraging to see how the citizens view the library in light of the fact that over 6000 people use the library every month.

### **Review and Approve New Volunteer Policy**

Advisory Board reviewed the old Volunteer Policy and the recommended changes to the policy. After agreeing on a couple additional minor changes to the wording, Ralph made a motion to accept the policy with changes. Kevin seconded the motion and motion carried. All policies have been reviewed now. The rest of the approved policies will be given to the attorney's office for review and then taken to the City Council for final approval later this summer.

### ***Call to Board***

Ralph suggested the library offer a book-signing event for all local authors later this year. Item will be added to a future agenda.

Andrea reported that she came to the library in April to meet and visit with each staff member. It was a very informative time. She learned a lot about the behind-the-scenes work. She encouraged other board members to come visit with staff as well.

### ***Call to the Public***

No members of the public were present.

Next Meeting Date: September 16, 2015, 6:00 PM

### ***Adjournment***

Meeting adjourned at 7:25 PM.