

Action Minutes
Library Advisory Board Meeting
160 W Central Ave, Coolidge, AZ 85128
May 16, 2024

Call to Order

Meeting was called to order by Andrea Hille-Andrews at 6:03 p.m.

Attended in Person: Monte Allen
 Andrea Hille-Andrews
 Britanie Kitchen
 Brenda Mitchell
 Kevin Todd

Absent: Linda Heath
 Shasta McKinney

Staff: Joyce Baker

Public:

Approval of Minutes

January minutes were distributed. Monte Allen made a motion to approve the minutes and Brenda Mitchell seconded the motion. Motion passed.

Library Manager's Report

Joyce drew attention to several new special events that were offered from January - April. 1) The library offered a new program for children ages 4-7 called Artful Antics. The library didn't have many programming options for this age group so families are excited for this opportunity. 2) Kids Need to Read returned to host another story time. This one was focused on the Renaissance Faire. Children enjoyed dressing up for the event. 3) The Winter Reading Program was quite successful with 78% of the registered children completing the program. It was offered only through the Beanstack app. It is possible that the higher completion rate could be connected to more families already using the app for 1000 Books before Kindergarten. 4) AZ@Work was sending staff to the library for two hours every week at a set time. We saw a significant increase in the number of people stopping in for assistance but then AZ@Work had to stop for the month of April. They should be back here on a weekly basis beginning the end of May. 5) Community members donated the highest amount of blood at the April blood drive since prior to COVID.

Business

Discuss open office position for 2024 - Secretary: Joyce will continue to prepare the minutes until another board member volunteers to be the secretary.

Discuss Summer Learning Program plans and how the Friends are supporting the activities:

Joyce handed out the flyer that was distributed to every student at all of the CUSD Schools and at Imagine. She drew attention to several of the featured programs over the summer. The Friends are

providing coupons again for 175 children per week for six weeks. The coupons give children a free treat at a local business. Businesses include La Michoacana Ice Cream Parlor, The Water Shed, Discovery Market – Chevron, and Coolidge Parks & Recreation. The Friends also provided over \$3000 to cover some of the Summer Learning Program expenses. This was an exceptionally large donation. Staff should not anticipate receiving this large of a donation in the future.

Discuss status of grants: The library completed all of the activities for the NASA Bilingual Eclipse Grant and the Enhancing Resilient Communities grant funded through The University of Arizona Department of Public Health in partnership with the AZ Library Association. Staff distributed 1000 pair of eclipse glasses leading up to the April 8 eclipse. About half were given to teachers for use in their classrooms. The other half were handed out the day of the eclipse. The only remaining active grant is the 2024 Thinking Money for Kids. That 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 expects to receive those supplies any time now.

Discuss staff updates: The library hired a new Page, Amy Bissell. She is doing extremely well. Unfortunately Brittany Dawson gave her notice. So the library is advertising for a part-time page again. The announcement will remain open until there are several qualified candidates.

Consider 2024 goals for the library and the advisory board: Joyce handed out a summary of the library goals that the board discussed in January and reviewed them. 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. 5) Post all of the Library Policies online.

The library continues to have behavioral problems. The staff will endeavor to work on goal #1 after the Summer Learning Program. The library only has 3 or 4 hotspots left in circulation so there isn't any reason to update the procedures. The staff is doing extremely well right now. It will be a big loss to lose Brittany but hopefully another good candidate will apply for the current opening. Joyce hopes to purchase some security panic buttons in the next fiscal year. It will be easy to post the library policies online but the staff will wait until the behavior policy is updated and adopted by the City Council. 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 during the rest of 2024 and into 2025. No action was taken.

Consider any suggestions for additional library services: None.

Next meeting will be July 18 at 6 p.m.

Adjournment

Monte Allen motioned to adjourn and Britanie Kitchen seconded it. Meeting adjourned at 7:15 p.m.