

LIBRARY ADVISORY COMMISSION AGENDA

REGULAR MEETING

Monday, September 25, 4:30 PM

Sierra Vista Public Library, 2600 E Tacoma Street, Sierra Vista

The primary purpose of the commission is to advise the Director of Leisure and Library Services and City Council with regard to library services and requirements.

The commission shall also assist the Director of Leisure and Library Services in promoting library services to the public.

1. CALL TO ORDER
4:30 p.m. in the Sierra Vista Public Library, 2600 E. Tacoma Street
2. ROLL CALL
3. ACCEPTANCE OF THE AGENDA
4. ACCEPTANCE OF THE MINUTES OF THE REGULAR MEETING OF AUGUST 28, 2017
5. BRIEF REPORT BY THE CITY COUNCIL LIAISON ON CITY COUNCIL DISCUSSIONS RELEVANT TO THE LIBRARY
6. REPORT ON STAFF AND LIBRARY ACTIVITIES
7. NEW BUSINESS
 - a. Presentation/discussion—Anime Club and Teen Leadership Conference
 - b. Halloween Program
 - c. November and December 2017/2018 and May 2018 meeting dates
 - d. Update on County-wide Library Card
 - e. Discussion on next program/service presentation
8. CALL TO THE PUBLIC
9. REQUESTS OF THE COMMISSION AND FUTURE DISCUSSION ITEMS
10. ADJOURNMENT

SIERRA VISTA LIBRARY ADVISORY COMMISSION

MINUTES OF THE REGULAR MEETING OF AUGUST 28, 2017

CALL TO ORDER

J. Blaylock, Chair, called the regular meeting of the Sierra Vista Library Advisory Commission to order at 4:33 p.m. in the Sierra Vista Public Library, 2600 E. Tacoma Street, Sierra Vista, Arizona.

ROLL CALL

MEMBERS PRESENT: Joan Blaylock
Virginia Fuller
Jacob Jones-Martinez
Alvin Slarve
John Walsh (arrived late)

MEMBERS ABSENT: Stephanie Fulton

OTHERS PRESENT: Emily Scherrer, Library Manager
Kristine Wolfe, City Council Liaison
Susan Abend, Adult Services Librarian
Debra Chatham, Commission Recorder
Janie Fix, Friends of the Library

ACCEPTANCE OF THE AGENDA

A. Slarve moved that the Agenda be accepted as written. J. Jones-Martinez seconded the motion. VOTE: 4–0. The motion passed.

ACCEPTANCE OF THE MINUTES OF THE REGULAR MEETING OF JULY 24, 2017

A. Slarve moved that the minutes of the regular meeting of July 24, 2017 be accepted as written. J. Jones-Martinez seconded the motion. VOTE: 5–0. The motion passed.

BRIEF REPORT BY THE CITY COUNCIL LIAISON ON CITY COUNCIL DISCUSSIONS RELEVANT TO THE LIBRARY

Councilmember Wolfe said she thought that the Commission's annual presentation to City Council was fantastic and it had inspired a lot of conversation.

Councilmember Wolfe mentioned the MPO was conducting a demographic survey which the Commissioners could use in future discussions of library membership.

Councilmember Wolfe suggested that the Commission assist in some way with a return on investment report for the library as it is very useful during budget talks. J. Blaylock and A. Starve volunteered to assist with this project.

Councilmember Wolfe asked if the Commission would be able to assist with efforts to implement a county-wide library card.

REPORT ON STAFF AND LIBRARY ACTIVITIES

Emily said that the Summer Reading Program had a huge increase in participation and Susan would be reporting on it later in the meeting.

Emily reported that the Teen Center would be closing for renovations and when it reopens in September it will be more accessible to the general public. Teen Center programming will take place primarily at the library. The library is converting an office to a space for teens.

Emily mentioned the maker space carts staff are creating with the LSTA grant would play a role in teen programming.

NEW BUSINESS

- a. Presentation/discussion—Summer Reading Program
Susan Abend gave a breakdown of registration and participation in the Summer Reading Program. She reported that overall there was a big increase in registration, programming, and participation.
- b. Discussion on City Council's expectations of the Commission and the Commissions' role, guidelines, and goals for the upcoming year—Councilmember K. Wolfe
Councilmember Wolfe said that the City Council had not made a decision on a task or tasks they would like the Commission to work on.

J. Blaylock mentioned the Commission had agreed to assist with the Halloween event, the Children's Holiday Party, National Library Week, West End Fair, and the Back to School Fair. Councilmember Wolfe said this was great and she would relay this information to Council and any other comments from the Commission.

Councilmember Wolfe said that the Council and Commission could ask the Friends of the Library to fund unmet needs.

c. Library Policies

The Commission reviewed the Computer Use and Collection Development policies. A. Slarve asked for clarification on some definitions.

d. Discussion/decision on the library program or service to review next

The Commission agreed to hear presentations on the Teen Anime Club and Teen Leadership Conference during the September meeting.

CALL TO THE PUBLIC

J. Fix reported that the Friends' raised more than \$900 at their last Saturday sale.

In response to Commissioner Blaylock, Janie discussed volunteer issues.

REQUESTS OF THE COMMISSION AND FUTURE DISCUSSION ITEMS

J. Blaylock asked that the Halloween event be on the next agenda.

J. Blaylock asked that discussion of a county-wide library card be on the next agenda.

J. Walsh asked about a collaboration with Cochise College's early literacy program.

ADJOURNMENT

There being no further business to come before the Library Advisory Commission, J. Blaylock adjourned the meeting at 5:14 p.m.

The next regular meeting of the Library Advisory Commission will be September 25, 2017.

J. Blaylock, Chair

D. Chatham, library recorder

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Library Programs and Services List

Highlighted items have been reviewed

Children's Programs

- Anime Club
- AWE Learning Stations
- Baby, preschool, toddler storytimes
- Class Tours
- Family Movie Night—February
- Homework Help
- LEGO Club
- Library After Dark
- STEAM Saturdays
- Summer Reading Program
- Teen Leadership Conference
- Teen Tech Week
- LSTA Grant

Other Programs and Services

- Bicycle lending
- Computers
- Databases
- eAudiobooks
- eBooks—March
- Friends of the Library
- Interlibrary Loan
- Self-checkout machines
- Study Rooms
- Talking Book Program
- Tours
- WiFi

Adult Programs and Services

- Alternative therapy lectures
- Amazing Arizona Presentations
- Author visits
- Book discussion group
- Book discussion to go kits
- Computer Classes
- Digital Device drop-in
- Discovery Packs
- Movie Matinees
- Puzzle Exchange
- Tuesday Talks

LIBRARY ACTIVITY REPORT				
AUGUST 2017				
	17/18	16/17	16/17 TO DATE	17/18 TO DATE
CIRCULATION				
ADULT	9,545			
AUDIO	1,449			
AV EQUIPMENT	16			
BICYCLE	16			
CHILDREN	2,951			
DISCOVERY PACKS/KITS	10			
DVD	8,066			
E-BOOKS	1,035			
E-AUDIOBOOKS	407			
INTERLIBRARY LOANS	1,106			
JUVENILE	3,545			
PERIODICALS	378			
YOUNG ADULT	1,141			
VIDEO GAMES	358			
MONTHLY TOTAL	30,023	28,734	58,883	60,719
Average Daily Circulation	1,112			
Patron Count	UNKN			
New Users	367			
Internet use (number of accesses)				
Bishop Room Usage (# of groups)	32			
Conference Room Usage (# of groups)	31			
INTERLIBRARY LENDING				
SIRSI - Loaned	497	536	1002	906
SIRSI - Borrowed	981	1016	2118	1975
OCLC - Loaned to Other Libraries	41	147	267	97
OCLC - Borrowed for Our Patrons	125	77	198	236
OCLC - <i>Total</i> Patron Requests Processed	142	96	220	269
OCLC - <i>Total</i> Lender Requests Received	377	424	786	636
TECHNICAL PROCESSING				
Collection Total	116573	115023		
Added	830	626	1300	1388
Materials Withdrawn	(636)	(705)	(2182)	(954)
ADJUSTED TOTAL	116767	114944		

PROGRAMMING STATISTICS			
	Children	Adults	Total ALL
CHILDRENS PROGRAMMING--Library			
Baby Time	36	31	67
Preschool Storytime	49	29	78
Toddler Storytime	16	18	34
Family Movie Night	8	14	22
LEGO Club	28	15	43
STEAM Saturday	53	23	76
Mobile Makerspace @ Palominas	9	0	9
TOTAL CHILDRENS PROGRAMMING	199	130	329
TEEN PROGRAMMING--Library			
Teen Anime	12	0	12
Library After Dark : Kindness Rocks	0	0	0
Library After Dark : Back to School Relaxation	10	0	10
TOTAL TEEN PROGRAMMING	22	0	22
ADULT PROGRAMMING--Library			
Astronomy Club--Solar Eclipse		400	400
Beginners Spanish		20	20
Book Discussion		18	18
Computer Class		12	12
Digital Device Dropin		4	4
Movie Matinee		57	57
Puzzle Exchange		25	25
Socrates Café		17	17
Tuesday Talk		46	46
TOTAL ADULT PROGRAMMING	0	599	599
TOTAL ATTENDANCE AT ALL PROGRAMS	221	729	950
FY 17/18 PATRON COUNT FOR THE MONTH OF:			
JULY	UNKWN		
AUGUST	UNKWN		
SEPTEMBER			
OCTOBER			
NOVEMBER			
DECEMBER			
JANUARY			
FEBRUARY			
MARCH			
APRIL			
MAY			
JUNE			
YTD TOTAL			