
**Minutes
LIBRARY ADVISORY BOARD
January 4, 2012**

Minutes of the Library Advisory Board (LAB) recorded at 6:30 p.m. on January 4, 2012, within the Tempe Public Library's lower-level Meeting Room B, 3500 S. Rural Road, Tempe, AZ.

(MEMBERS) Present:

Kirk Deem, Chair
Paul Hubbell, Vice Chair
Patricia (Trish) DeGraaf
Dawn Thacker
Johnny Tse
Kurtis Zinger

(MEMBERS) Absent:

None

City Staff Present:

Rachael Peterson, Administrative Assistant - Library and Cultural Services Division
Clay Workman, Operations Manager - Tempe Public Library

Guest(s) Present:

Lupe Camargo, President - Friends of the Tempe Public Library

Agenda Item 1 - Call to Order

- Kirk Deem, Library Advisory Board (LAB) Chair, called the meeting to order at 6:30 p.m.

Agenda Item 2 - Approval of the December 7, 2011, Library Advisory Board Meeting Minutes Document

- **MOTION:** Trish DeGraaf moved to approve the December 7, 2011, Library Advisory Board Meeting Minutes document as presented.
SECOND: Paul Hubbell, Library Advisory Board Vice Chair, seconded.
DECISION: December 7, 2011, Library Advisory Board Meeting Minutes document approved as presented.

Agenda Item 3 - Library Operations Report

- Clay Workman, Tempe Public Library Operations Manager, reported the following trends year-to-date:
 - **Tempe Public Library (Library) door count has decreased by 3.9%;**
 - **Library patron registration has decreased 7.9%;**
 - **The circulation of material has decreased by 6.3%;**
 - **eBook reservation has increased by 193%.**
- C. Workman stated that the Library's **Bestseller Express Program** continues to be popular; C. Workman noted that the program is helping to foster an increase in the overall circulation of books, as well as the maintenance of additional Library trends.
- Lupe Camargo, President of the Friends of the Tempe Public Library, inquired about the possibility of eBook usage affecting the Library's resource budget; C. Workman explained that the **Greater Phoenix Digital Library Consortium** purchases eBooks proportionate to the actual usage of eReaders and eBooks versus its registered users.
- C. Workman noted that some book publishers are imposing eBook usage restrictions on public libraries; C. Workman further noted that the Library's **Collections Management Team** is working to address restriction formats as well as the disbursement of the Library's materials budget.
- Kirk Deem, Library Advisory Board (LAB) Chair, inquired about the Library's door count statistics. Clay Workman acknowledged that the current Library statistics reflect a decrease in door count activity year-to-date as a direct result of demographic changes and an overall decrease in the circulation of Library materials.
- K. Deem further inquired about the status of the Library's databases; C. Workman explained that the number of databases increases or decreases per usage. Workman added that use of **Ancestry.com** has increased by approximately 167%. Workman noted that the use of the Library's digital databases has decreased.
- Paul Hubbell, Library Advisory Board (LAB) Vice Chair, suggested that the **Connections Café** within the Tempe Public Library (Library) play host to database instructional courses and information sessions for Library patrons.
- Clay Workman reported that the recruitment process to fill the vacant City of Tempe Library and Cultural Services Division Deputy Director position is still ongoing. Workman explained that candidate applications are still in review.
- C. Workman stated that the City of Tempe Community Services Department may see an overall reduction of 3% of its general operating budget per the request of the **City of Tempe's Management Team**.
- C. Workman reported that the Library staff members continue to generate **Arizona Centennial-celebrating programs** specific to Tempe. Workman further stated that Sherry Warren, Tempe Public Library Manager, will be present at a future LAB meeting to discuss the Library's participation within Tempe-based Arizona Centennial-celebrating programs. Workman acknowledged the inception of the following programs:
 - **AZ 101:** Guest Speaker Series presented throughout February, 2012;
 - **Mysterious AZ:** Book Series presented by Kim Garza, Tempe Public Library Manager;
 - **Fabulous AZ, Fantastic Tempe:** Youth Event Series presented throughout February, 2012, specific to the City of Tempe Community Services Department.

- C. Workman reported that the Library continues to collaborate with the City of Tempe's **311 Call Center** (Call Center) staff members to create a communications team to best address the needs of the Tempe community members and Tempe Public Library patrons. Workman explained that the Call Center staff will begin to address Library inquiries beginning February 7, 2012.

Agenda Item 4 - Mill Avenue Utility Boxes and Tempe Public Library Cards Report

- Clay Workman introduced **Maja Aurora**, Arts Coordinator - Library and Cultural Services Division, and further welcomed M. Aurora to the Library Advisory Board (LAB) meeting.
- M. Aurora reported that **Call to Artists** document that explained the **Mill Avenue District Utility Boxes and Tempe Public Library Cards Public Artwork Opportunity** (Public Artwork Opportunity) in detail.
- M. Aurora reminded the LAB members that the Public Artwork Opportunity is a collaborative project between the **City of Tempe** and the **Downtown Tempe Community**; M. Aurora further stated that six local artists were selected via City of Tempe Public Art Program Panel Review Process to paint two-dimensional artwork on utility boxes located within Tempe's **Mill Avenue District**. Aurora explained that the project budget is \$12,000; artists who are selected to fulfill the Public Artwork Opportunity will also have their works prominently displayed on Tempe Public Library Cards.
- M. Aurora acknowledged that the artist selection panel for the Mill Avenue District Utility Boxes and Tempe Public Library Cards Public Artwork Opportunity occurred within Downtown Tempe Community Offices on **November 9, 2011**; M. Aurora noted the following panel members:
 - **Hilary Harp** of the Tempe Municipal Arts Commission;
 - **Lupe Camargo** of the Friends of the Tempe Public Library;
 - **Kim Garza**, Tempe Public Library Manager;
 - **Paul Hubbell** of the Tempe Public Library Advisory Board;
 - **Charles Goffnet** of the Downtown Tempe Community Board;
 - **Mary Murphy-Bessler** of the Downtown Tempe Community;
 - **Cathy Hollow**, City of Tempe Civil Engineer.
- M. Aurora announced that the following artists were selected to fulfill the Public Artwork Opportunity:
 - **Oliverio Balcells**;
 - **Colton Brock**;
 - **Dawn DeVries Sokol**;
 - **Bud Heiss**;
 - **Linda Parker**;
 - **Lucretia Torva**.
- M. Aurora distributed the final artist designs for the Tempe Public Library Cards and Mill Avenue Utility Boxes to the Library Advisory Board (LAB) members. Aurora affirmed that the Mill Avenue Utility Boxes will be painted during the week of January 30, 2012.
- M. Aurora encouraged the LAB members to contact her with questions related to the Public Artwork Opportunity via email message at **Maja_Aurora@tempe.gov**.
- K. Deem thanked M. Aurora for her presentation.

Agenda Item 5 - 2012 Slate of Officers

- Kirk Deem, Library Advisory Board (LAB) Chair, presented the following **2012 Slate of Officers** to the LAB members for consideration and approval:
 - **Chair: Paul Hubbell;**
 - **Vice Chair: Johnny Tse.**
- **ACTION:** Johnny Tse moved to approve the 2012 Library Advisory Board Slate of Officers as presented.
- **SECOND:** Kurtis Zinger seconded.
- **DECISION:** 2012 Library Advisory Board Slate of Officers approved as presented.

Agenda Item 6 - Tempe Public Library Patron Survey Results Report

- Clay Workman, Tempe Public Library Operations Manager, reminded the Library Advisory Board (LAB) members that the Tempe Public Library (Library) **Collections Development Staff Team** generated a **public survey** released in November, 2011.
- C. Workman reported that the survey closed after two and a half weeks, and generated approximately 2000 responses.
- C. Workman presented the LAB members with an excerpt of a survey response draft generated by the Library's Collections Development Staff Team.
- C. Workman explained that the survey response will address the following:
 - **Public open-ended response interpretation;**
 - **Community "wants and needs";**
 - **Library's response to survey.**

Agenda Item 7 - Friends of the Tempe Public Library Report

- Lupe Camargo, Friends of the Tempe Public Library (Friends) President, reported that she met with **Tracy Hokaj**, Tempe Public Library staff liaison to the Friends, to discuss public response directly-related to the **Friends' Connections Café** generated by the Tempe Public Library Patron Survey document.
- L. Camargo explained that the public response to the Connections Café was positive; however, public response indicated that the Connections Café widen its menu items.
- L. Camargo stated that **Tempe Connections** will play host to an additional series of lifelong learning classes beginning in February, 2012. Camargo noted that **Dawn Thacker**, Library Advisory Board (LAB) member, will teach another series of classes within the Connections Café Program Room.
- L. Camargo praised **Changing Hands Bookstore** (Changing Hands) for its ongoing partnership with the Friends; L. Camargo reported that Changing Hands donates to the Friends' Book Store on a regular basis. Camargo added that the Friends' provided lunch for Changing Hands' staff members at its New Year's Day Sale as a thank you for its generous support to the Friends.

Agenda Item 8 - Board Members' Announcements

- Kirk Deem, Library Advisory Board (LAB) Chair, thanked the LAB members for their support during his two-year term as Chair of the Library Advisory Board. Deem noted that library services are important to him, and further noted the importance of maintaining library resources for those in the community who may not have access to resources and technology.

Agenda Item 9 - Public Appearances

- Kirk Deem, Library Advisory Board Chair, explained that the LAB welcomes public comment; K. Deem added that in accordance with the ***Arizona Open Meeting Law***, the LAB may only discuss matters listed on its meeting agenda(s). Deem stated that matters brought up by the public under Public Appearances that are not listed on meeting agendas may not be discussed by the Library Advisory Board. Deem affirmed that a three-minute presentation limit per person will be in effect.
- No public appearances noted.

Agenda Item 10 - Adjournment

- Meeting adjourned at 7:53 p.m.

The next meeting of the Library Advisory Board is scheduled to take place at 6:30 p.m. on Wednesday, February 1, 2012, within the Tempe Public Library's lower-level Meeting Room B, 3500 S. Rural Road, Tempe, AZ, 85282.

Prepared by: Rachael Peterson

Reviewed by: Clay Workman

Kirk Deem
Library Advisory Board Chair