

COTTONWOOD PUBLIC LIBRARY ADVISORY BOARD MEETING

Minutes

Wednesday, April 17, 2013 @ 4:30 pm

Library Meeting Room

Agenda

Call to Order	Meeting called to order at 4:31 P.M. by vice-president Joan Lambard.
Roll call	Present: Dede Ewald ,Thelma Fisher, Connie Gilmore, Richard Smith, Library Manager Vanessa Ward, Library Supervisor Mary Griffith Absent: Tyler Harding, Margo Mitchell
I. Approval of Minutes	Thelma moved that the minutes be accepted as stated. Dede seconded. <i>Minutes approved as written.</i>
II. Library Manager's Report	<p>*The community comments continue to be very complimentary. Vanessa attended the OLLI appreciation luncheon and received an award for Community Organization Appreciation.</p> <p>*Vanessa made a presentation about volunteering at the library for Cottonwood Village residents.</p> <p>*The library now has a media drop-box outside the parking lot entrance door.</p> <p>*We have two new databases coming soon: 1. ZINIO Digital Magazines, which will be provided by the AZ State Library for 18 months. 181 different magazines will be available electronically. 2. Universal Class, through YC Free Library District funding, offers over 500 online continuing education courses free of charge. Both of these will be accessible through the library website to patrons with library cards.</p> <p>*Budget issues—Our RFID security gates are an older style. The old gates will still be supported, but we need new gates at the 6th street entrance. Vanessa adjusted her budget to be able to purchase the new gates.</p> <p>*Monthly statistics: There were a total of 2,694 reference questions and 19,838 directional questions for the month.</p> <p>We had a total of 98 programs with 1,223 in attendance.</p> <p>We had a total of 3,141 holds placed and 2,614 holds filled.</p> <p>Thirteen programs were provided by our staff for Outreach services with a total of 266 in attendance.</p>
III. Youth Services Report	<p>*We had 25 library-sponsored events with 445 participants for youth in March 2012 and 62 events with 937 participants in March 2013. Both events and attendance continue to grow.</p> <p>*Parents and children have been enjoying the new toys that the Bookmarks funded for us. Several families worked to build a "castle" with the new blocks. There continues to be a lot of positive feedback about the changes in Youth Services.</p> <p>*On April 5th and 6th we partnered with "Keeping Kids Safe," a program held at Steve Coury's for parents to get their children fingerprinted and learn about safety. The library provided activities for children at the event and information about the library.</p> <p>*The survey to rename the Young Adult area upstairs runs through April. So far, "The Hideaway" is in the lead, followed by "The Attic," "The Haven," and "The Vantage Point."</p> <p>*The new shelving for upstairs should be in by the end of next week.</p>
IV. Old Business:	*Phone service—No new issues with the new service. The library is adapting to the

	<p>new options. After the firebombing of the City office, the phone service was out for a week.</p> <p>*Volunteer luncheon—April 27, 2:30 P.M at the Rec Center meeting room, with the theme of “Mad Hatter’s Tea Party.” Jerona’s Java Cafe will cater, and the Verde Valley Voices will provide entertainment. The Board will provide the following: Cupcakes--Dede, Thelma, & Connie will each bring 3 dozen. Please take them in early on Saturday or to the library on Friday. Iced tea--Tyler. Pink lemonade and punch--Joan, Richard, and Margo. The Board members should arrive by 2:00. Dress like you’re going to a tea party or with a spring hat.</p>
V. New Business:	<p>*Author’s forum—Mary spoke at Yavapai Broadcasting today about the May 4th author event. Twenty-nine authors will be here from 11-1:00. There will be a \$30 drawing for people who visit each author table.</p> <p>*The library will host a free legal clinic on Friday, May 3 from 10:00-3:30, in honor of Law Day. There will be lawyers in the library to answer patron questions.</p> <p>*Staffing issues—There are two part-time positions open, 19 hours/week. Interviews will be held on Thursday, 4/18/13.</p>
VI. Yavapai Library Network Update	<p>Telemessaging is up and running. Corey did a press release on April 10th explaining how the Verde Valley Libraries in the Yavapai Library Network can call a local number--928-649-6250--to check on their account, holds, renewals and more. It is very easy to use, but you do need your library card and pin #. There will be information on this service added to the webpage.</p>
VII. Correspondence	<p>Comments were generally positive. There was a comment about the afternoon sun. Mary will check to see if it is an issue with the self-check computer monitor that could be adjusted. There have been several comments about the organization of the DVDs. Mary and Vanessa are inquiring from other YLN libraries about how their DVDs are organized. There are a number of different approaches.</p>
VIII. Public Comment	<p>No public comment.</p>
IX. Future Agenda items & calendar updates	<p>Grant information. Volunteer luncheon. New staff. <i>Next meeting—May 15, 2013, 4:30 P.M.</i></p>
X. Adjournment.	<p><i>Connie moved we adjourn, Thelma seconded. Motion approved unanimously.</i> Meeting adjourned at 5:21 P.M.</p>

*Respectfully submitted,
Connie Gilmore, secretary*