



*"Inspiring a Vibrant Community"*

## COTTONWOOD PUBLIC LIBRARY ADVISORY BOARD MEETING

### Minutes

Wednesday, January 20, 2021 @ 5:00 PM

Online meeting via GoToMeeting.com, Cottonwood, AZ

#### Agenda

I. Call to Order	Meeting called to order at 5:00 P.M. by president Margo Mitchell
II. Roll Call	Present: Susan Cox, Connie Gilmore, Kathy Hellman, Margo Mitchell, Paula Thompson, Library Director Ryan Bigelow, Deputy City Manager Rudy Rodriguez Absent: Judy Paulus
III. Call to the public	There were no public requests to address the Board.
IV. Approval of Minutes	Susan moved that the minutes from November 18, 2020 be accepted as stated. Paula seconded. <i>Minutes approved as written.</i>
V. Library Director's Report	<p>1. Monthly statistics on program attendance, circulation, volunteer hours and other performance indicators.</p> <p>The grant for the sidewalk was approved. It will be concrete with drainage. Susan asked about drainage issues by the Youth Services entrance, and Ryan said he would look into it. Ryan is working with the Nature Conservancy to see what can be done with the water run-off.</p> <p>Bookmarks had their annual meeting. They are trying to be as active as possible to be sustainable. Since foot traffic is down so much, their revenue which is primarily derived from book sales, is way down. Kathy has worked with Ryan and the Bookmarks to see if they can create an endowment.</p> <p>City staff is in line to be vaccinated, hopefully soon.</p>
VI. Unfinished Business	1. City of Cottonwood Board/Commissions Consolidation Review and Discussion.

	<p>Rudy led the discussion and said he is moving forward with disbanding the Library Advisory Board and Parks &amp; Rec Commission and turning them into work groups. The two work groups will not be consolidated. Work groups will focus on specific projects, and will not hold formal meetings. Rudy will take the proposal to the Council, and said it was a good suggestion from the LAB to move this direction. Susan asked about the process of belonging to the work group. It will be up to the individual groups about membership and will no longer go through Council. The library group will be self-perpetuating and focus on ideas, programs, and hands-on projects. Rudy explained there would be no agendas, and meetings will be ad hoc. Ryan asked that, for example, the topic of late fees could be a group topic. Margo asked Ryan how he felt about the work group concept, and he said he was excited about it and it was a good compromise. Margo liked the idea of directly supporting Ryan and the library. Rudy said It will be discussed at the February 16<sup>th</sup> Council meeting and there will be a final decision in March. There was general discussion of how work group meetings would be structured. We will discuss it further at next month's LAB meeting.</p>
VII. New Business	There was no new business to discuss.
VIII. Future Agenda Items & calendar updates	<ol style="list-style-type: none"> <li>1. Members with expiring terms: Margo, Connie, Kathy, and Susan's terms expire on January 21. If the LAB is disbanded, we will not need to reapply.</li> <li>2. Work group structure and function, including identifying potential projects.</li> </ol> <p>Next meeting—February 17, 2021.</p>
X. Adjournment	<p><i>Connie moved we adjourn. Susan seconded. Motion approved unanimously.</i> Meeting adjourned at 5:36 P.M.</p>

*Respectfully submitted,  
Connie Gilmore, Secretary*