

Session 22-01, a Regular Meeting of the Library Advisory Board was called to order by Chair Kate Finn at 5:33 p.m. on January 18, 2022 at the Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom Webinar. One seat remains vacant.

**PRESENT:** BOARDMEMBERS KUSZMAUL, SPRINGER (left at 7:02 p.m.), DOLMA, FAIR, FINN, MCKINNEY, AND STUDENT REPRESENTATIVE JOHNSON

**STAFF:** LIBRARY DIRECTOR BERRY  
DEPUTY CITY CLERK TUSSEY

### **AGENDA APPROVAL**

FAIR/KUSZMAUL MOVED TO APPROVE THE AGENDA AS PRESENTED.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

### **PUBLIC COMMENT REGARDING ITEMS ON THE AGENDA**

### **RECONSIDERATION**

### **APPROVAL OF MINUTES**

A. December 7, 2021 Regular Meeting Minutes

DOLMA/FAIR MOVED TO APPROVE THE DECEMBER 7<sup>TH</sup> REGULAR MEETING MINUTES.

Chair Finn pointed out on Page 8 of the packet there is an incomplete sentence at the end of New Business Item B. Deputy City Clerk Tussey agreed to correct the typo for the approved minutes.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

### **VISITORS/PRESENTATIONS**

A. Lyn Maslow, Friends of the Homer Library – Work on Western Lot Trail Update

Chair Finn noted that Lyn Maslow was feeling sick and unable to make it to this meeting.

B. Mike Miller, The Homer Foundation – Boardmember Orientation to Library Endowment Fund

Boardmember Kuszmaul introduced Mike Miller and provided background on the Homer Foundation's relationship with the LAB and the reasons for having Mr. Miller come and present to the board.

Mr. Miller gave a presentation on the Homer Foundation (THF). He gave a summary of the foundation's history itself and with the City, what a community foundation is, and the current status of the Library Endowment Fund. He spoke to "Fundraising 101" and explained the responsibilities of the LAB, why

people give, who potential donors are, how the board can work towards finding donors, and how THF assists in that process.

Mr. Miller responded to boardmember questions and facilitated discussion. There was an overall consensus to have Mr. Miller give annual updates/trainings on the Library Endowment Fund. The board then thanked him for his time.

Chair Finn noted that the topic of implementing the endowment fund will be discussed further during their Strategic Plan and Goals agenda item.

### **STAFF & COUNCIL REPORT/COMMITTEE REPORTS**

- A. Library Director Report dated December 30, 2021
- i. 2020 & 2021 EOY Statistical Reports
  - ii. Homer Public Library 2021 Annual Report

Library Director Berry spoke to his written report, noting the following:

- Little Libraries grant funding was accepted by Council; the first ones are already painted and in the process of being set up around town.
- Wireless hotspots were ordered and are already being checked out.
- At-home COVID-19 test kits are being distributed at the library contingent on availability.
- Library held its first in-person story time in nearly two years, yet with rising COVID numbers they have returned back to Radio Storytime on KBBI.
- Building Maintenance discovered a series of leaks in the roof; there has been no damage to materials or electronics and the study rooms are open again after having time to dry out.
- Friends of the Homer Library are still working on the western lot trail plan; update will come soon. The National Park Service Rivers, Trails and Conservation Assistance Program (RTCA) will be here in Homer this summer to do in-person meetings on the project.
- 53 books and \$700 worth of gift certificates were bought from the Giving Tree.
- Review of the 2020/2021 stats and the Homer Public Library 2021 Annual Report.

There was discussion on the recognition list in the annual report of those who donated to the library's long-term endowments funds, and regarding Mr. Berry's attendance at a workshop responding to materials challenges.

- B. Legislative Update

Chair Finn reported legislation is in session right now; not much to report on at this time. No bills or line-item vetoes have come up that are antagonistic towards libraries so we remain in a status quo position. If something does come up for them to lobby against she will notify the board.

- C. Fundraising Update

Boardmember Kuszmaul commented on the value of having regular presentations from Mike Miller with the Homer Foundation (THF), and requested feedback from boardmembers. Their comments included:

- Suggestion that they challenge themselves by doing their own donations and practicing with friends and family.
- How important the basic endowment fund information is as a new boardmember.

- Having annual training at their May meetings. There was mutual agreement and Mr. Berry commented in support of the training at that time as it coincides with the budget schedule well. At Boardmember Kuszmaul's request, Deputy City Clerk Tussey agreed to revise the LAB Calendar with Berry.

Boardmember Kuszmaul spoke to the Library Endowment Fund Fact Sheet in the packet she prepared. In response to her request for feedback from the board, there were suggestions to edit the links to go directly to the library endowment fund page, and use the phrasing that it is a "long-term fund".

Boardmember Kuszmaul reported the donation and donor information she received from THF from 2021 and her plans for donor acknowledgement, including the number of fishes they will need to order for the fish wall. There was discussion on whether to acknowledge the lump of smaller donations accumulated over the years that was issued by the City to start the funds, or recognize that as an accounting transaction, and how to recognize the anonymous donor. She recapped her next steps in ordering the fishes, their installation, and preparing the thank you cards.

In response to fundraising planning, Chair Finn suggested they discuss that under their Strategic Plan and Goals agenda item.

Boardmember McKinney inquired if the donation site clarifies what the money is going towards and how as a donor he would be frustrated by not knowing where his donation was being spent. Mr. Berry and Boardmember Kuszmaul noted the links in the fact sheet directs people to that information. Mr. Berry further explained what the library is responsible to fund as operational costs, what would fall to the library endowment fund or grant funding, and what falls more to the Friend of the Homer Library's endowment funding.

## **PUBLIC HEARING**

## **PENDING BUSINESS**

- A. LAB Strategic Plan/Goals Update
  - i. DRAFT Library Advisory Board 2022 Strategic Plan & Goals
  - ii. Homer Public Library's 2020-2025 Strategic Plan
  - iii. LAB 2014 Strategic Plan
  - iv. LAB Goals from 2019 to 2021

Chair Finn introduced the item by reading the title and asked for a motion to begin discussions.

DOLMA/KUSZMAUL MOVED TO DISCUSS THE LAB STRATEGIC PLAN AND GOALS.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

Chair Finn recapped the LAB's work from the past meeting, what information they will be pulling from, and requested the board focus on the blank goals section of the strategic plan draft.

Boardmember Springer left the meeting at 7:02 p.m.

The board and City staff discussed the following:

- Previous goals from 2019-2021, suggested goals in the memo, and which ones are still pressing and relevant to the LAB
- The endowment fund being one of the main goals; combination of working towards achieving the LAB funding goals for the Planned Giving Program, and defining the LAB's role in fundraising
- How to structure their goal list; while the draft breaks it down into timelines, that may not work for them at this time, and to keep it around only three primary goals in listed form
- Setting tasks: each goal needs to have deliverables
  - Fundraising/soliciting donation goals
  - Identifying tools and resources for training on how to fundraise
  - Implementing the Planned Giving Plan and acknowledge that boardmembers will bring different skills
- Deciding on the following three goals: 1) Advocate for Library Budget, 2) Implement the Planned Giving Program for the Library, and 3) Explore opportunities with the Library to increase and improve library use by students and "fringe" user-groups
- Holding the rest of the task/deliverable discussion at the next meeting

KUSZMAUL/MCKINNEY MOVED TO POSTPONE LAB STRATEGIC PLAN/GOALS UPDATE TO THE FEBRUARY MEETING.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

Chair Finn requested Deputy City Clerk Tussey send out the draft goal notes to the board in advance as a post-meeting follow-up to ensure boardmembers have more time to think over their amendments before the next meeting.

#### **NEW BUSINESS**

- A. Donation of Art to the City Municipal Art Collection
- i. City of Homer Accession, Gift, & Donation Policies & Procedures for Art
  - ii. Gift/Donation Proposal Application from Deland Anderson 11/10/2021

Chair Finn introduced the item by reading the title and asked for a motion to begin discussions.

FAIR/MCKINNEY MOVED TO RECOMMEND THE PARKS, ART, RECREATION, AND CULTURE ADVISORY COMMISSION ACCEPT THE ART DONATION FROM DELAND ANDERSON AND BE PLACED IN THE HOMER PUBLIC LIBRARY PER HIS DONATION REQUEST.

There was discussion on the following:

- The art piece itself and how art lies with the beholder.
- Its history of hanging in the library as part of the Art in the Library program with Friends of the Homer Library and the donor's request to have it remain in the library.
- The conversations Mr. Anderson had with library staff was primarily Library Director Berry explaining the City's process for accepting art donations, which prompted the application.

- Limited wall space in the library and how some art does better in that space than other pieces.
- A suggestion of having art be a part of the library's check-out program, similar to what they do for sports equipment, sewing machines, and projectors.
- Uncertainty of having this specific art piece selected for the library itself and did not feel the applicant gave significant enough reason to justify it being exclusively placed in the library beyond the fact that it was placed there before.
- Overall support of accepting the art into the City's collection.

Boardmember Fair reiterated the process for accepting art into the City's collection, and that whatever recommendation the LAB makes will likely be approved by PARCAC for Council's final approval. There was discussion on whether to amend the current motion or fail it, and the potential outcome that the donor may revoke their application if it's not guaranteed to be displayed in the library.

VOTE: YES: DOLMA

NO: FAIR, KUSZMAUL, MCKINNEY, FINN

Motion fails.

KUSZMAUL/FINN MOVE TO RECOMMEND THE PARKS, ART, RECREATION, AND CULTURE ADVISORY COMMISSION CONSIDER ACCEPTING THE ART DONATION FROM DELAND ANDERSON TO BE ADDED TO THE PERMANENT MUNICIPAL ART COLLECTION.

Boardmember Kuszmaul opined the LAB should request PARCAC consider acceptance, not that it should be accepted; she is not comfortable with saying they should accept it because they are the deciding body to make that determination based on their criteria.

Boardmember Fair voiced his disagreement, noting that they are only considering it based on the request to hang it in the library, and if it wasn't for that fact then it would be going directly to PARCAC. He suggested their motion include some preference for the library but no guarantee that it will be permanent there. Discussion ensued on whether it should be in the library or not.

FAIR/DOLMA MOVE TO ADD A COMMA AT THE END AND SAY "WITH POSSIBLE INCLUSION IN THE HOMER LIBRARY."

Boardmember Fair commented how that leaves it open, is a motion in the positive, and that if Mr. Anderson is not happy with the decision he can withdraw his application with no harm done.

There was discussion on the wording of the amendment.

VOTE (amendment): NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

VOTE (main motion as amended): NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

### INFORMATIONAL MATERIALS

- A. Memo 22-001 Revision of LAB's Student Representative Term
- B. LAB 2022 Calendar

Chair Finn noted Student Representative Johnson’s new appointment term expiration is now when she graduates from high school.

**COMMENTS OF THE AUDIENCE**

**COMMENTS OF THE CITY STAFF**

Deputy City Clerk Tussey initiated discussion on who would be providing the LAB report at the next City Council meeting. Chair Finn agreed to give the report at the January 24<sup>th</sup> meeting and Boardmember Kuszmaul will give the February report.

**COMMENTS OF THE BOARD**

Chair Finn commented that she will be absent for the March regular meeting and that Boardmember Kuszmaul will be running the meeting as Vice Chair. She reminded boardmembers to provide their volunteer hours to Library Director Berry for their time served on the LAB, and spoke to the agenda-setting process and how all boardmembers can request items for the agenda. She thanked the boardmembers for showing up and voiced her appreciation for the good conversation and their work.

Student Representative Johnson provided an update on Youth Services Librarian Nofziger’s efforts to implement a Youth Library Board. Ms. Nofziger is conducting outreach to find students interested in serving, and scheduling the first monthly meeting for February. The purpose of the board is to bring together middle school to high school students to help her with brainstorming and planning out future youth programs for that age group.

Boardmember Kuszmaul commented on an article in this month’s American Libraries magazine regarding first amendment audit and how people are going into libraries claiming to be there to audit any violations of first amendment rights. They typically go in with cameras and attempt to document and challenge library employees. She inquired with Library Director Berry if such things were taking place in Alaska libraries. Mr. Berry spoke to the Homer Library’s policy and procedure for handling escalated situations.

Boardmembers McKinney, Dolma, and Fair had no comments.

Library Director Berry commented on a creative writing workshop on February 15<sup>th</sup> with author Annie Boochever, which takes place right after the LAB’s February meeting. She will be providing the workshop at the middle school and high school as well.

**ADJOURN**

There being no further business to come before the Board, the meeting adjourned at 8:25 p.m. The next regular meeting is Tuesday, February 15, 2022 at 5:30 p.m. All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom Webinar.

  
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RACHEL TUSSEY, CMC, DEPUTY CITY CLERK II

Approved: February 15, 2022