

Session 22-03, a Regular Meeting of the Library Advisory Board was called to order by Vice Chair Marcia Kuszmaul at 5:30 p.m. on March 15, 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, DOLMA, MCKINNEY, FAIR, AND STUDENT REPRESENTATIVE JOHNSON

ABSENT: BOARDMEMBER FINN

STAFF: LIBRARY DIRECTOR BERRY
DEPUTY CITY CLERK TUSSEY

AGENDA APPROVAL

FAIR/DOLMA MOVED TO APPROVE THE AGENDA.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

PUBLIC COMMENT REGARDING ITEMS ON THE AGENDA

RECONSIDERATION

APPROVAL OF MINUTES

A. February 15, 2022 Regular Meeting Minutes

DOLMA/FAIR MOVED THE MINUTES FROM THE FEBRUARY MEETING.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

VISITORS/PRESENTATIONS

STAFF & COUNCIL REPORT/COMMITTEE REPORTS

- A. Library Director Report dated February 28, 2022
 - i. 2021 & 2022 Statistical Reports
 - ii. Homer Public Library: Circulation by Month 2012-2022

Library Director Berry spoke to his written report, highlighting recent and upcoming library events, changes to the library layout, and his report from the Friends of the Homer Library meeting. He explained the "Circulation by Month" graph provided, which showed the significant drop that occurred in 2020 due to the pandemic.

Mr. Berry responded to questions from the board, sharing his experience with conducting mock job interviews with local 8th graders, and explained the reasons why the staff report is written on a monthly basis versus mid-month to mid-month.

B. Legislative Update

C. Fundraising Update

Vice Chair Kuszmaul spoke to the Planned Giving materials she provided, what their purposes are, and requested feedback from the board to see if the list of potential donors can assist boardmembers with their efforts. Boardmember Dolma and Library Director Berry voiced their support of the list and commended Vice Chair Kuszmaul for her work.

In response to Vice Chair Kuszmaul's request, the boardmembers and Mr. Berry shared potential "Frequently Asked Questions" regarding planned giving and the endowment fund that she can draft up and bring back for review.

PUBLIC HEARING

PENDING BUSINESS

NEW BUSINESS

A. Review of Library Fees

i. Current Library Fee Schedule Excerpt

Vice Chair Kuszmaul introduced the agenda item by reading the title and deferred to Library Director Berry. Mr. Berry explained the history of the printing and photocopying fees and his request that the board discuss possibly increasing them. He would like to find a balance between remaining affordable for low-income users and covering the bulk of the library's printing expenses.

There was discussion on the board's overall agreement with increasing the rates and what the fees should be. Mr. Berry responded to questions on current printing costs and what would allow the library to "break even".

In response to Boardmember Fair's suggested motion, discussion ensued on how to phrase the motion to include an increase to all the photo copy fees but exclude 11" x 17" color copies; those copies are not made often and the board would prefer to keep that fee at an even \$2.00 amount.

FAIR/DOLMA MOVE TO REVISE THE FEES FOR PRINTING AND PHOTOCOPYING IN THE LIBRARY AS FOLLOWS:

- CHARGES FOR BLACK AND WHITE LETTER SIZE AND LEGAL SIZE INCREASE FROM \$0.15 TO \$0.25
- CHARGES FOR COLOR LETTER SIZE AND LEGAL SIZE INCREASE FROM \$0.50 TO \$0.60
- CHARGES FOR BLACK AND WHITE 11" X 17" PER SIDE INCREASE FROM \$0.25 TO \$0.35

Boardmember Dolma inquired if these increases will help with covering costs. Mr. Berry agreed that they would. There was brief discussion on if any other fees needed to be amended. It was determined there were none.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

- B. Review of Library Facility Use Policy
 - i. Revised Library Facility Use Policy
 - ii. Thoughts on Friends of the Homer Library Programming

Vice Chair Kuszmaul introduced the agenda item by reading the title and deferred to Library Director Berry. Mr. Berry provided an overview on how the library handles building rentals, event requests, and inquiries from outside groups or individuals that would like to use the library space that are not part of the Friends of the Homer Library (FHL). He explained how the current policy places limits on what types of events are acceptable, but it provides no guidance on the criteria for co-hosting or the process for requesting such assistance. He spoke to his proposed amendments that clarify when and how events may be co-hosted.

Mr. Berry facilitated discussion on his proposed amendments. Boardmembers provided feedback on what aspects they like and made other recommended changes they would like to see in the facility use policy. At the board's request, Deputy City Clerk Tussey noted that all approved policies would then go to City Council for final adoption.

The board agreed that Mr. Berry would compile the board's and FHL's recommended changes and bring back a revised draft to the April LAB meeting.

INFORMATIONAL MATERIALS

- A. Library Book Bench in Ukraine, Image Provided by Chair Finn
- B. LAB 2022 Calendar

Vice Chair Kuszmaul spoke to the annual topics coming up in April. Deputy City Clerk Tussey reminded the board that there is a 4:30 p.m. worksession scheduled before the next regular meeting in April for board training put on by the Clerk's Office.

Boardmember McKinney volunteered to give the LAB report at City Council's March 29th meeting.

COMMENTS OF THE AUDIENCE

COMMENTS OF THE CITY STAFF

Deputy City Clerk Tussey reported that term expiration notices and reappointment applications were sent out to Boardmembers Kuszmaul and Finn, which are currently with the Mayor for reappointment consideration. She gave a brief update on filling the seat vacancy and that advertising continues.

Library Director Berry reported on circulation stats in response to a question from the last meeting asking if going "fine free" had any impact on loss rates for materials. While library staff was able to pull the data, it is hard to determine anything due to the pandemic's effect on circulation numbers.

COMMENTS OF THE BOARD

Boardmember Fair commented that he will not be present for the May LAB meeting.

Vice Chair Kuszmaul commented on how horrible the past couple of weeks it has been and hopes that everything gets resolved soon.

Boardmembers Springer, McKinney, Dolma, and Student Representative Johnson had no comments.

ADJOURN

There being no further business to come before the Board, the meeting adjourned at 6:50 p.m. The next regular meeting is Tuesday, April 19, 2022 at 5:30 p.m. and a Worksession at 4:30 p.m. All meetings are scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom Webinar.



RACHEL TUSSEY, CMC, DEPUTY CITY CLERK II

Approved: April 19, 2022