

Session 22-02, a Regular Meeting of the Library Advisory Board was called to order by Chair Kate Finn at 5:31 p.m. on February 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, FINN, FAIR, MCKINNEY, AND STUDENT REPRESENTATIVE JOHNSON

STAFF: LIBRARY DIRECTOR BERRY
DEPUTY CITY CLERK TUSSEY
DEPUTY CITY PLANNER & SPECIAL PROJECTS COORDINATOR ENGBRETSSEN

AGENDA APPROVAL

DOLMA/FAIR 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. January 18, 2022 Regular Meeting Minutes

FAIR/KUSZMAUL MOVED TO APPROVE THE JANUARY 18TH REGULAR MEETING MINUTES.

There was no discussion.

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 introduced Lyn Maslow with the Friends of the Homer Library (FHL), to give an update on the western lot trail project.

Ms. Maslow spoke to her handout notes provided in the supplemental packet that gave a project timeline from May 2021 when the Rivers, Trails and Conservation Assistance Program (RTCA) grant was awarded to FHL, up to March 2022. She gave a general report of the process so far, gathering input from various stakeholders in the community, the work creating a goals, vision, and mission document for the lot, and the design plan for this March.

There was brief discussion on how the project dovetails with the City's Wayfinding-Streetscape Plan project, and how all the different components make it a fun community project. Chair Finn thanked

Ms. Maslow and all the FHL volunteers for their consistent energetic and creative ways of supporting the library and promoting community organizations and individual involvement. Ms. Maslow confirmed she would share any project items with the LAB through Library Director Berry.

- B. Julie Engebretsen, Deputy City Planner & Special Projects Coordinator – Implementation of the Wayfinding-Streetscape Plan

Chair Finn introduced Deputy City Planner and Special Projects Coordinator Engebretsen.

Ms. Engebretsen provided an update on the City's Wayfinding-Streetscape Plan and how staff is working to implement it. She provided samples of the wayfinding signs and spoke to where they would be installed, what their different purposes are, and how she would get the LAB's sign prioritizations in regards to the library later since it will likely be incorporated with the western lot trails project.

There was questions and discussion from the board regarding the use/location of the bollard signs for marking trails, how the signage is not just for visitors but residents as well, and how the plan is not intended for labeling City buildings but for road-side use.

Ms. Engebretsen noted Corvus Designs will be giving a presentation on the Wayfinding-Streetscape Plan at City Council's February 28th meeting, as well as Stantec on the HERC building and West Pioneer Gateway Revitalization project.

STAFF & COUNCIL REPORT/COMMITTEE REPORTS

- A. Library Director Report dated January 28, 2022
i. 2021 & 2022 Library Stats

Library Director Berry spoke to his written staff report, highlighting and facilitating discussion on the following topics:

- Popularity of the new wireless hotspots that are available for checking out.
- Questions on the Library's process for responding to materials challenges; a memo is provided under Informational Materials that the board can discuss later.
- Update on the Little Libraries roll-out, where the books come from, and where they will be located around town.
- For staff notes, the Youth Services Librarian visited the middle school for a series of Friday-afternoon workshops.
- Continued issues with the roof leaking.
- Update on FHL's activities including book delivery efforts to communities across the bay, a "scholarship hotline", planning for Celebration of Lifelong Learning events, and upcoming events through the rest of February.

- B. Legislative Update

Chair Finn reported on current legislative events regarding state and federal funding for libraries. She provided boardmembers laydown information from American Libraries Association on how they can contact congress to voice support for the Educators for America Act (S. 3360/H.R. 6205).

C. Fundraising Update

Boardmember Kuszmaul reported she had ordered “Thank You” cards for recognizing Library Endowment donors using a quote the LAB had previously reviewed, and that she plans to mail them out before the end of February to coincide with “Love Your Library” month.

PUBLIC HEARING

PENDING BUSINESS

- A. LAB Strategic Plan/Goals Update
i. LAB 2022 Strategic Plan & Goals DRAFT

Chair Finn introduced the item by reading the title. She requested Deputy City Clerk Tussey share the draft notes on screen to aid with discussion and opened the floor for discussion.

The board reviewed the draft goals and discussed their suggested revisions to the actionable items listed under the three goals, the wording of Goal #3, and adding a fourth goal to the list.

1. Advocate for Library Budget
 - a. Ensure the library has a collection development budget sufficient to build and maintain a current and robust collection of materials relevant to the community.
 - b. Review needs for library physical plant upkeep and efficiencies.
 - c. Promote future funding of library technology needs.
 - i. Scheduled replacement of public use computers.
 - ii. Requests for new or updated technologies (printers, scanners, security, etc.)
2. Implement the Planned Giving Program for the Library
 - a. Identify and use the tools provided by the Homer Foundation and the American Library Association to learn how to ask potential donors if they would be interested in donating to the Library Endowment Fund.
 - b. In the next year:
 - i. Ask a person to donate to the Library Endowment Fund.
 - ii. Get one “Big Fish” donation to the Endowment Fund.
3. Explore opportunities with the Library to increase and improve library service to all community members, especially students and underrepresented user-groups.
 - a. Work with Library Director to develop a schedule of community partner visitors/presenters, including partners that aid with outreach to students and underrepresented user groups.
4. Actively recruit for LAB boardmembers

FAIR/MCKINNEY MOVED TO APPROVE THE REVISED LIBRARY ADVISORY BOARD’S STRATEGIC PLAN AND GOALS FOR 2022.

At Chair Finn’s invitation to provide input, Student Representative Johnson voiced her support for the revisions, noting it was a good idea to switch to using the term “underrepresented”.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

NEW BUSINESS

- A. City Code Updates for Special Events & Food Trucks
 - i. Special Event HCC Update Draft Memo from City Manager
 - ii. Draft Ordinance Amending HCC Re: Special Events
 - iii. Event Permit Decision Tree
 - iv. Food HCC Update Draft Memo from City Manager
 - v. HCC 8.11 Mobile Food Service Draft Amendments

Chair Finn introduced the agenda item by reading the title and deferred to Deputy City Planner and Special Projects Coordinator Engebretsen.

Ms. Engebretsen spoke to the proposed amendments to City Code regarding special events and food truck permitting in relation to the library and events that could potentially take place at the library. She facilitated discussion with the board and responded to questions on:

- Scenarios when permits would be required since many library events are organized through the Friends of the Homer Library or library staff.
- How demonstrations and marches are addressed in City Code and the permitting process.

FAIR/KUSZMAUL MOVED TO SUPPORT THE HOMER CITY CODE AMENDMENTS REGARDING SPECIAL EVENTS AND MOBILE FOOD SERVICES AND RECOMMEND ADOPTION BY CITY COUNCIL.

Boardmember McKinney clarified with City staff that the LAB was supporting the code amendments, not approving them, and will then go to City Council for adoption. Ms. Engebretsen and Deputy City Clerk Tussey noted any further revisions to the documents would be before Council for consideration, the large amount of staff input that went into writing them, and how the proposed amendments will streamline the special event process.

Boardmember Dolma commented the new 14 day application period is appreciated if you're in a creative role; it feels less daunting than the 120 days.

Boardmember Kuszmaul voiced her support for the amendments. She commented how the amendments seemed appropriate in regards to freedom of speech and demonstrations; her concerns were if a demonstration would be shut down if it ended up being larger than the organizers had anticipated. Ms. Engebretsen explained how the permitting process and code addresses that and why the revised decision tree includes notices to Public Safety staff even if a large event permit is not required.

Chair Finn confirmed with staff what other advisory bodies were providing comments on the topic.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

INFORMATIONAL MATERIALS

- A. Materials Challenges
 - i. List of Frequently Challenged Books
 - ii. Book Ban Challenge Infographics
- B. Memo from Library Director Re: National Library Week

C. LAB 2022 Calendar

Chair Finn provided an overview of the informational materials regarding book bans/material challenges and how most of them occur at public libraries.

Chair Finn confirmed that Boardmember Kuzmaul will be giving the February 28th report and chairing the LAB's March meeting. There was brief discussion on what meeting topics will be on that agenda.

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

COMMENTS OF THE AUDIENCE

COMMENTS OF THE CITY STAFF

Deputy City Clerk Tussey reported that reappointment notices for Boardmembers Finn and Kuzmaul will go out at the end of the month since terms expire April 1st. The Clerk's Office normally starts advertising for LAB seat availability about 30 days out from term expirations but we've been doing ongoing advertising because of the seat vacancy.

Library Director Berry had no comments.

COMMENTS OF THE BOARD

Boardmember McKinney commented it was a great meeting and congratulated everyone for finishing the strategic plan and goals.

Chair Finn reported on all the work Youth Services Librarian Nofziger has accomplished in terms of youth outreach and generating input for new library programs.

Boardmembers Springer, Kuzmaul, Fair, and Student Representative Johnson had no comments.

ADJOURN

There being no further business to come before the Board, the meeting adjourned at 7:09 p.m. The next regular meeting is Tuesday, March 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.



RACHEL TUSSEY, CMC, DEPUTY CITY CLERK II

Approved: March 15, 2022