



Agenda

Library Advisory Board Regular Meeting

Tuesday, November 19, 2024 at 5:30 PM

City Hall Cowles Council Chambers In-Person & Via Zoom Webinar

Homer City Hall

491 E. Pioneer Avenue
Homer, Alaska 99603
www.cityofhomer-ak.gov

Zoom Webinar ID: 991 8847 0047 Password: 125016

<https://cityofhomer.zoom.us>
Dial: 346-248-7799 or 669-900-6833;
(Toll Free) 888-788-0099 or 877-853-5247

CALL TO ORDER, 5:30 P.M.

AGENDA APPROVAL

PUBLIC COMMENT ON MATTERS ALREADY ON THE AGENDA (3 minute time limit)

RECONSIDERATION

APPROVAL OF MINUTES

- A. Unapproved October 15, 2024 LAB Minutes Page 3

VISITORS/PRESENTATIONS

- A. Teen Advisory Board Presentation Page 7

STAFF & COUNCIL REPORT/COMMITTEE REPORTS

- A. Designate LAB Member to Report to Council
- B. Library Director's Report- October 2024 Page 11
- C. Fundraising Report
- D. Legislative Report
- E. Comprehensive Plan Report

PUBLIC HEARING

PENDING BUSINESS

NEW BUSINESS

- A. Memo- Library Services in Tumultuous Times Page 17
- B. Review of Library Policy on Materials Challenges Page 18

C. Library Advisory Board- 2025 Meeting Schedule	Page 37
D. FY26-FY27 Budget Forecast	Page 42

INFORMATIONAL MATERIALS

A. City Manager's Report November 12, 2024	Page 45
B. 2024 LAB Calendar	Page 51

COMMENTS OF THE AUDIENCE (3 minute time limit)

COMMENTS OF THE CITY STAFF

COMMENTS OF THE BOARD

COMMENTS OF THE BOARD

ADJOURNMENT

Next Regular Meeting is **Tuesday, December 17, 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.

CALL TO ORDER

Session 24-07, a Regular Meeting of the Library Advisory Board was called to order by Chair Doug Bailey at 5:30 p.m. on October 15, 2024 at the Cowles Council Chambers in City Hall, located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom Webinar.

PRESENT: BOARDMEMBERS BAILY, KUSZMAUL, FINN, MCKINNEY, ASSELIN-MARTIN, CARSSOW, & STUDENT REPRESENTATIVE MCDONOUGH

ABSENT: BOARDMEMBER HAAS (EXCUSED)

STAFF: LIBRARY DIRECTOR BERRY, DEPUTY CITY CLERK PETTIT, DEPUTY CITY CLERK APPEL

AGENDA APPROVAL

Chair Baily read the agenda which included an addendum to add the fundraising report. A motion and second to approve the agenda as amended was requested.

FINN/KUSZMAUL MOVED TO APPROVE THE AGENDA AS AMENDED.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT

Motion carried.

PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA (3 minute time limit)

RECONSIDERATION

APPROVAL OF MINUTES

A. Unapproved Minutes for September 17, 2024

KUSZMAUL/MCKINNEY MOVED TO APPROVE THE REGULAR MEETING MINUTES OF SEPTEMBER 17, 2024.

Library Director Berry noted a correction to be made changing verbiage from “the library received \$0.5 million last fiscal year” to “the State Legislature allocated \$0.5 million for SLED funding”

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

VISITORS/PRESENTATIONS

A. Budget Development FY26/FY27 with Elizabeth Fischer, Finance Director

Ms. Fischer presented the budget development schedule to the Commission as well as the budget process itself. She stated a budget worksheet would be sent out to each department and commission to provide input and

feedback moving into the next fiscal year. She noted the City Manager would be presenting the proposed budget to the City Council in February 2025, then the budget would be adopted in April 2025. Boardmember Kuszmaul asked what instructions are being given to the departments accompanying the budget worksheet. Ms. Fischer discussed operating budget and capital budget requests along with the process of developing budget guidelines.

STAFF & COUNCIL REPORT/COMMITTEE REPORTS

A. Designate LAB Member to Report to Council

Chair Baily volunteered himself to deliver the October 15th report to City Council.

B. Library Director's Report

September 2024
Stats for 2023
Stats for 2024

Library Director Berry covered the following:

- Renovations have been completed on Study Room 5
- Trail compacting has been completed on the western lot and have groundwork has been laid around the Reading Tree
- Welcome to new Library staff member Danaan Smith
- All bound volumes of Homer News are now at the Library. Microfilm versions have been shipped to be converted to digital copies
- House District 6 Candidate Forum will take place on October 29th
- Library Director Berry, Bill Jirsa, and Susie Inglis made an AI presentation on October 10th
- Library website has been updated- finding digital resources on online subscription databases. Sortable by Title, Subject, Age, Group, or Type of content

Boardmember Asselin added information pertaining to the Teen Advisory Board. She stated the Teen Advisory Board had a meeting and decided they would like to attend a Library Advisory Board Meeting to ask questions and witness the meeting processes.

C. Fundraising Report

Boardmember Kuszmaul pointed out a quarterly report received from the Homer Foundation. The report showed growth in the net spendable balance of the Library Endowment Fund. She went on to encourage boardmembers to have conversations with anyone that may be interested in donating to the Library. Boardmember Kuszmaul also talked about the end of life decision making session at South Peninsula Hospital and Hospice on September 27. She stated the session was recorded and is available to view on the hospital's website.

D. Legislative Report

Boardmember Finn spoke about the Public Libraries Assistance Grant being passed both in City Council and through the Borough Assembly. This grant funds \$7000.00 to libraries and was achieved through collaboration between multiple advisory bodies.

E. Comp Plan Steering Committee Report

Boardmember Carssow stated that the Committee meeting took place with the project team, consultants and planning staff. She said the group looked at the survey information that was shared in the September meeting and noticed there were not big differences between the groups of city residents and non city residents. The Steering Committee noted there was more work that needed to be done with the draft showing 3 growth scenarios for the public work sessions.

PUBLIC HEARING(S)

PENDING BUSINESS

NEW BUSINESS

- A. Budget Discussion
Memorandum LAB-24-021 from Library Director as backup

Chair Baily introduced the item by reading of the title and deferred to Library Director Berry. Mr. Berry directed other boardmembers to the memo included in the meeting packet. He stated he's done a rough pass through the library budget to get ideas of where he might be able to cut funding if necessary. Mr. Berry also said he would be able to supplement some needs with grants. He noted the Library could benefit with having a full time Youth Services Assistant. Boardmember Carssow asked if the cost of living or raises are put into the ongoing budget. Mr. Berry explained those items are not included into the Library's budget but are set by the City's wage scale through Human Resources Department. Mr. Berry also stated he is concerned about the Library Building's siding- saying he received an estimate to fix it in the ballpark amount of \$3-400,000.00.

INFORMATIONAL MATERIALS

- A. Article from New York Times
- B. City Manager's Report

CM's Report for August 26, 2024
CM's Report for September 9, 2024
- C. LAB Calendar

Chair Baily noted the informational materials, and highlighted some library-focused events on the LAB calendar. There was some discussion between the boardmembers regarding a webcast that was sent out about book banning. Chair Baily also discussed the City's new landslide map referenced in the City Manager's Report.

COMMENTS OF THE AUDIENCE (3 minute time limit)

COMMENTS OF THE CITY STAFF

Library Director Berry informed the Board that October is ‘Teen-tober’ month at that Library and there were tons of events planned throughout the month for teens and youth in the community including, Halloween themed story time, Halloween parade around the building, and a Trick or Treat style event to get candy at the front desk.

COMMENTS OF THE MAYOR/COUNCIL MEMBERS (if Present)

COMMENTS OF THE BOARD

Boardmember Finn reminded the Board of a film showing at the community college that evening about the new Alaska election reforms.

Boardmember McKinney noted the production of Fiddler on the Roof was ongoing and the Orchestra itself was worth the time.

Boardmember Asselin-Martin stated the Southern Kenai Peninsula Resilience Coalition has been working with an Icelandic prevention model to address out of school time programming and after school care. She also noted the Coalition has recently been able to partner with the Boys and Girls Club to bring some form of that program back by next year.

Student Representative McDonough wished everyone a Happy Halloween.

Deputy City Clerk Pettit introduced the new Deputy City Clerk Appel.

ADJOURNMENT

There being no further business to come before the Board, Chair Baily adjourned the meeting at 6:41 p.m. The next Regular Meeting is Tuesday, November 19, 2024 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.

ASHLEY APPEL, DEPUTY CITY CLERK I

Approved: _____

Homer Public Library Teen Advisory Board



Library Advisory Board Meeting
November 19, 2024



What we do

We plan events! We volunteer!
We create! We hang out and
have fun!







Library Director's Report

October 31, 2024

General Notes

The library hosted an AI discussion on Oct. 10. Chief Technology Officer Bill Jirsa and Special Projects Associate Susie Inglis discussed how AI is evolving, its impact on society, and what it can do, complete with a live demonstration. The audience of about 25 people chimed in with lots of questions.

The candidate forum on Oct. 29 went great! About 40 people showed up to hear the candidates for House District 6 answer questions.

We have overhauled the library website to simplify the homepage and make our digital resources easier to access. All 60+ subscription databases can now be found at <https://www.cityofhomer-ak.gov/library/digital-resources>, and the list can be sorted by title, subject, content format and age group.

Staff Notes

I was out of state from Oct. 18 to Nov. 3. Julie Nelsen's last day as Summer Temp was Oct. 31.

Director's meetings:

- Staff: 1
- LAB: 1
- FHL: 2
- Council: 1
- Department Heads: 1
- Other: Various city meetings; project reviews on the library security grille and the upgrades to public computers; grant meeting regarding pollination exhibit for 2027; project management forum

Facility

There were no major issues in October. We are moving ahead with architectural review for installing a security grille at the front entrance. IT is working on replacing the public computers, which are now very old.

Library Advisory Board (LAB)

The LAB discussed possible budget requests and heard a report by Elizabeth Fischer, the Finance Director for the City of Homer, regarding projections for the FY 26/27 budget cycle.

Friends of the Homer Library (FHL)

FHL discussed upcoming programs, including the presentation by Mr. Whitekeys on Nov. 16, a pop-up plant sale on Nov. 30, and possible dates for the Celebration of Lifelong Learning. The Friends agreed to co-host the Japanese Club (which allows them to reserve the meeting room on a recurring basis). The monthly writing circle has disbanded due to low attendance.

Ongoing Events

Mondays, 1:30-4:30: Knitting Club

Tuesdays, 3:30-4:30: Chess Club

Wednesdays, 10:30-11:00: Toddler Time

Wednesdays, 3:00-4:45: LEGO Club

Fridays, 10:30-11:30: Preschool Storytime

Fridays, 3:30-5:45: Live-Action Role Playing (LARP)

Saturdays, 10:00-12:30: Alaska Japanese Club

First Tuesday, 6:30-8:00: SPARC Radio Club

First Thursday, 1:00-3:00: Literary Ladies

First and Third Thursdays, 5:30-7:30: Tech Help

Second Wednesday, 4:45-5:45: Teen Advisory Board

Third Thursday, 10:30-11:30: Radio Storytime on KBBI

Fourth Tuesday, 4:30-6:30: FHL/HPL Book Club

Tuesday following the first City Council meeting of the month, 12:00-1:00: Conversations with a Councilmember (schedule may vary depending on availability)

Special Events

- **Oct. 1: Microfilm records of the *Homer News* are sent to Ancestry.com to be digitized.**
- **Oct. 9: The new digital resources page goes live on the library website.**
- Oct. 9, 4:45-5:45: Mushroom stamp art.
- Oct. 10, 10:00-12:00: Students from Voznesenka School visit the library.
- **Oct. 10, 6:00-7:00: Chief Technology Officer Bill Jirsa and Special Projects Associate Susie Inglis deliver a talk and demonstration of Artificial Intelligence.**
- **Oct. 11, 1:00-3:00: The Pratt Museum visits the library to introduce kids to owls.**
- Oct. 15, 6:15-7:45: Kachemak Bay Swim Club.
- Oct. 16, 4:45-5:45: Make a ghostly book display.
- Oct. 18: Library closed for Alaska Day.
- Oct. 23, 12:00-1:30: Comprehensive Plan Steering Committee.
- Oct. 23, 4:45-5:45: Spooktacular lantern craft.
- Oct. 24, 10:00-12:00: Mini maker space.
- Oct. 24, 12:45-3:00 Homer OPUS.
- Oct. 24, 5:00-7:00: TRAILS/ILC.
- Oct. 25, 1:00-3:00: Movie.
- Oct. 26, 12:00-3:30: Crimson Clan Gaming Meetup.
- **Oct. 29, 6:00-7:30: Candidate Forum for House District 6, organized by KBBI, KDLL, the Peninsula Clarion and League of Women Voters.**
- Oct. 30, 4:00-5:45: Spooktacular teen and tween costume contest.
- Nov. 1, 10:00-12:00: HFL.
- Nov. 2, 12:30-5:45: Independent Living Center.
- Nov. 11: Library closed for Veteran's Day.
- Nov. 15, 2:00-4:45: *The LEGO Batman Movie* in the meeting room.
- Nov. 19, 4:30-6:00: Games for teens.

- Nov. 19, 6:00-7:45: Kachemak Swim Club.
- Nov. 28-29: Library closed for Thanksgiving.
- **Nov. 30, 10:00-2:30: Friends of the Library Pop-Up Plant Sale.**
- Dec. 13, 2:00-5:00: *The Princess Bride* in the meeting room.
- Dec. 25: Library closed for Christmas Day.

Homer Public Library Statistical Summary for 2023

Date: 14-Nov-24

CIRCULATION	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Y.T.D.
TOTAL (*Included)	11,912	11,843	12,613	11,546	11,646	12,422	13,492	15,594	14,813	14,008	14,064	13,681	157,634
*Physical Print/Audio/Video	9,322	9,289	9,449	8,728	8,933	9,900	10,782	12,842	11,907	10,991	10,976	10,352	123,471
*Other Physical items (n. 2)	91	108	116	90	109	111	128	121	115	106	120	122	1,337
*Alaska Digital Library	2,443	2,408	2,984	2,655	2,507	2,327	2,408	2,465	2,665	2,754	2,771	2,938	31,325
*Flipster e-magazines	28	22	36	26	27	32	51	30	20	13	32	29	346
*Kanopy streaming video	28	16	28	47	70	52	123	136	106	144	165	240	1,155
INTERLIBRARY LOANS													
Incoming (Borrowed)	24	14	17	24	13	7	20	21	14	14	14	18	200
Outgoing (Lent)	18	6	22	14	26	11	20	23	30	13	25	9	217
BUILDING USE													
Gate Count	10,232	11,500	12,884	12,022	13,253	12,711	10,327	9,676	9,734	8,109	7,800	7,427	125,675
Study Rooms (# of group sessions)	200	219	244	236	237	224	188	256	220	216	212	158	2,610
Study Rooms (# of people)	336	361	434	426	397	371	283	441	446	414	372	302	4,583
Meeting Room (# of group sessions)	40	28	36	25	16	34	20	18	25	25	21	21	309
Meeting Room (# of people)	282	205	238	229	162	383	220	161	230	166	187	151	2,614
INTERNET USE													
TOTAL (*Included)	1,701	1,840	2,510	2,224	2,427	2,851	2,695	1,226	2,612	1,527	2,069	1,913	25,595
*Wireless Internet sessions	1,006	1,055	1,401	1,372	1,533	1,763	1,588		1,553	447	1,112	995	13,825
*Hardwired Internet sessions	695	785	1,109	852	894	1,088	1,107	1,226	1,059	1,080	957	918	11,770
Website visits (sessions)	4,720	3,966	5,143	4,332	5,041	5,442			2,273	2,789	3,026	2,601	39,333
PROGRAM ATTENDANCE (n. 1)													
TOTAL (*Included)	947	933	1,101	915	1,206	1,342	1,061	1,200	1,191	1,149	1,485	974	13,504
*Programs for Age 0-5	670	597	725	662	910	854	751	984	952	872	878	851	9,706
*Programs for Age 6-11	176	160	143	63	150	217	170	67	78	41	109	37	1,411
*Programs for Age 12-18	14	26	72	44	34	69	57	36	73	28	12	11	476
*Programs for Age 19+	63	44	161	58	85	80	49	76	84	159	344	49	1,252
*Programs for All Ages	24	106	0	88	27	122	34	37	4	49	142	26	659
OUTREACH													
# Events	2	2	4	2	2	2	1	3	2	5	2	4	31
# People	12	8	14	17	18	11	3	4	11	9	15	11	133
NEW CARDS ISSUED													
City	41	33	27	26	28	38	31	32	30	34	25	23	368
Borough	30	32	25	26	17	30	30	32	33	32	22	17	326
Temporary	0	1	0	0	1	5	3	4	2	1	2	0	19
Reciprocal	0	0	0	0	4	3	2	4	1	0	1	1	16
VOLUNTEER HOURS													
# of people	73	67	55	65	39	58	57	60	63	72	61	66	736
# of hours	312	227	150	233	198	173	157	196	240	163	215	202	2,466
MATERIALS ADDED													
Books	324	180	143	311	265	190	125	303	189	213	127	185	2,555
Audio	7	7	23	11	19	8	6	7	5	12	19	17	141
Video	56	31	26	46	74	20	32	18	15	19	7	38	382
Serials	0	0	0	1	0	1	0	0	1	0	0	0	3
Electronic Resources	31	61	32	52	16	0	13	0	0	53	67	136	461
MATERIALS REMOVED													
Books	523	216	326	95	359	412	88	98	51	141	110	52	2,471
Audio	0	0	0	0	1	0	0	7	0	0	0	0	8
Video	0	0	3	15	0	78	33	23	93	1	3	0	249
Serials	0	0	0	0	0	0	0	1	0	0	0	0	1
Electronic Resources	0	0	0	0	0	0	0	0	0	0	0	0	0
REVENUES DEPOSITED													
Fines/Fees/Copies	865.00	1,037.00	0.00	1,101.00	971.00	915.00	1,020.00	1,709.00	900.00	906.00	0.00	891.37	10,315.37
Building Fund (151-)													0.00
Library Gifts (803-)													0.00
Endowment													0.00
Grants										7,000.00			7,000.00
TOTALS	865.00	1,037.00	0.00	1,101.00	971.00	915.00	1,020.00	1,709.00	900.00	7,906.00	0.00	891.37	\$17,315.37

Data not available yet or incomplete

Note 1: Program attendance includes all programs sponsored by the library or the Friends of the Library. It does not include meetings of community groups. Programs are sorted by the age of the target audience, but totals include all attendees (i.e. parents as well as toddlers, etc.)

Note 2: Other physical items includes electronic devices, kits, toys, board games, sports equipment and videogames.

Note 3: Gate count for July may be low due to equipment failure.

Homer Public Library Statistical Summary for 2024

Date: 14-Nov-24

CIRCULATION	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Y.T.D.
TOTAL (*Included)	14,636	14,431	15,039	14,426	14,469	13,937	15,411	15,254	13,542	13,354	0	0	144,499
*Physical Print/Audio/Video	11,344	11,115	11,546	11,133	11,081	10,772	12,113	11,988	10,389	10,315			111,796
*Other Physical items (n. 2)	91	90	75	83	92	96	113	106	99	101			946
*Alaska Digital Library	2,936	2,975	3,219	2,990	3,118	2,893	2,967	2,985	2,879	2,768			29,730
*Flipster e-magazines	41	18	36	18	21	41	14	8	61	26			284
*Kanopy streaming video	224	233	163	202	157	135	204	167	114	144			1,743
INTERLIBRARY LOANS													
Incoming (Borrowed)	19	11	12	11	21	14	11	11	14	11			135
Outgoing (Lent)	28	26	24	28	28	17	20	21	18	14			224
BUILDING USE													
Gate Count	8,880	8,111	8,662	8,564	9,795	8,258	9,312	8,596	8,636	8,460			87,274
Study Rooms (# of group sessions)	266	238	229	206	205	180	197	234	222	241			2,218
Study Rooms (# of people)	499	454	442	373	390	309	344	415	399	427			4,052
Meeting Room (# of group sessions)	27	30	36	34	31	38	29	22	24	35			306
Meeting Room (# of people)	206	214	309	213	254	244	256	205	231	329			2,461
INTERNET USE													
TOTAL (*Included)	2,315	3,288	3,045	3,065	2,324	2,111	2,782	3,333	2,464	2,367	0	0	27,094
*Wireless Internet sessions	1,169	2,190	1,923	1,926	1,221	1,011	1,616	2,122	1,262	1,127			15,567
*Hardwired Internet sessions	1,146	1,098	1,122	1,139	1,103	1,100	1,166	1,211	1,202	1,240			11,527
Website visits (sessions)	3,415	3,136	2,813	2,861	2,825	2,697	2,888	2,809	2,729	2,803			28,976
PROGRAM ATTENDANCE (n. 1)													
TOTAL (*Included)	1,205	1,101	1,223	1,216	1,436	1,196	1,415	1,064	1,231	1,214	0	0	12,301
*Programs for Age 0-5	900	884	922	990	891	845	867	821	975	841			8,936
*Programs for Age 6-11	31	47	62	24	239	171	288	74	134	135			1,205
*Programs for Age 12-18	26	16	41	37	54	52	62	50	46	45			429
*Programs for Age 19+	150	134	196	131	115	84	63	119	74	108			1,174
*Programs for All Ages	98	20	2	34	137	44	135	0	2	85			557
OUTREACH													
# Events	3	1	2	2	5	4	0	2	2	2			23
# People	11	9	9	9	11	18	0	20	10	20			117
NEW CARDS ISSUED													
City	38	24	20	25	17	37	45	36	36	37			315
Borough	19	28	21	20	18	17	44	19	20	17			223
Temporary	1	0	0	0	1	8	2	1	2	0			15
Reciprocal	0	0	3	1	4	2	6	6	3	1			26
VOLUNTEER HOURS													
# of people	71	75	76	90	87	84	93	81	81	105			843
# of hours	248	217	243	251	360	293	308	264	248	242			2,674
MATERIALS ADDED													
Books	287	219	155	248	337	192	209	186	114	229			2,176
Audio	9	9	11	25	12	9	0	5	5	10			95
Video	41	34	33	29	32	26	32	38	12	17			294
Serials	0	0	0	0	0	0	0	0	0	0			0
Electronic Resources	50	41	60	28	106	167	84	90	51	136			813
MATERIALS REMOVED													
Books	73	25	57	106	116	223	282	306	593	76			1,857
Audio	21	74	4	8	0	1	1	0	0	0			109
Video	0	101	1	34	0	37	31	41	2	0			247
Serials	1	0	0	0	1	0	0	1	0	0			3
Electronic Resources	0	0	0	0	0	0	0	0	0	0			0
REVENUES DEPOSITED													
Fines/Fees/Copies	1000.00	791.00	1453.00	1405.60	932.06	1100.20	1422.15	869.31	1355.65	815.40	118.25		11,262.62
Building Fund (151-)													0.00
Library Gifts (803-)													0.00
Endowment													0.00
Grants	725.00									1829.00	5171.00		7,725.00
TOTALS	1,725.00	791.00	1,453.00	1,405.60	932.06	1,100.20	1,422.15	869.31	1,355.65	2,644.40	5,289.25	0.00	\$18,987.62

Data not available yet or incomplete

Note 1: Program attendance includes all programs sponsored by the library or the Friends of the Library. It does not include meetings of community groups. Programs are sorted by the age of the target audience, but totals include all attendees (i.e. parents as well as toddlers, etc.)

Note 2: Other physical items includes electronic devices, kits, toys, board games, sports equipment and videogames.



MEMORANDUM /AGENDA ITEM REPORT

Library Services in Tumultuous Times

Item Type: Information memorandum
Prepared For: Library Advisory Board
Date: Nov. 13, 2024
From: Dave Berry, Library Director
Through:

I hardly need remind anyone that the political climate is currently...unsettled. The elections in the past year were hard-fought and feelings are running very high. The shots fired into the Family Planning Clinic and the Rehab Center illustrate how the tension can affect some members of the community.

In the library, we've had a rash of left-wing graffiti since February. On Nov. 8 a patron complained about citizens setting up a religious display in the plaza outside the library (which is permitted by library policy and protected by the first amendment). In the past year, a couple of patrons have complained orally about specific items in the collection, but there have been no written materials challenges since the petition in 2022.

The library's position remains the same as always. We serve the entire public, regardless of their political inclinations, and we shelve materials from a wide variety of viewpoints. Our programs do not advocate for or against any partisan cause. Our staff treat all patrons equally, no matter what their personal feelings may be.

I expect the public will calm down eventually, but I wanted to restate our values publicly.

Recommendation:

For information.

Complaints

The library strives to provide the best services and collections possible, but complaints will inevitably arise. The process for handling complaints varies depending on the nature of the complaint.

COMPLAINTS REGARDING LIBRARY PROGRAMS OR MATERIALS

The library recognizes that within the Homer area there are groups and individuals with widely separate and diverse interests, backgrounds, cultural heritage, social values, and needs, and that some patrons may find some of the library's materials and/or programs offensive.

Library decisions are guided by an array of professional documents, including the Library Bill of Rights and the Code of Ethics. Selection of materials is not made on the basis of anticipated approval or disapproval of their contents and no library material is sequestered except to protect it from damage or theft. Concurrently, library programs are designed to serve a wide array of patron interests and a given program is neither included nor excluded on the grounds of controversial content. Upcoming events are advertised through routine channels and patrons are responsible for keeping up with their interests. **See the sections on Collection Development, Programs and the Appendices for further details.**

Individuals may request that the library reconsider materials or programs, following the process below. Questioned materials will not be removed or restricted at any point in this process until a final decision has been rendered, except as needed for review by library staff or the Library Advisory Board. Programs currently scheduled including series, will go ahead as planned and will not be cancelled or delayed while the reconsideration process is underway; the outcome of the reconsideration process applies only to programs or series that are not yet scheduled.

The outcome of the process is considered final when the individual chooses not to appeal or when all appeals have been exhausted.

1. Oral Complaint to the Library Director

Any individual who has concerns about materials or programs may bring those concerns to the library director. The director will listen to the concerns, explain the policies on collection development and/or

programs and determine what action, if any, to take. The director will also provide the patron with a written copy of the policies, if requested.

2. Written Complaint to the Library Director

A patron who resides within the library's service area may initiate a written request for reconsideration if the oral discussion does not resolve the issue. A complaint about a program must be filed no more than five working days after the scheduled date of the event.

1. The patron must submit a Request for Reconsideration form to the library director. A separate form must be completed for each individual work or program subject to complaint. Incomplete forms will not be considered.
2. Upon receiving the completed form, the library director shall:
 - a. Read, view or listen to the material in its entirety, or review available information about the program. If the work is currently checked out, this step will be suspended until the work is returned.
 - b. Consult reviews and recommended reading lists to assess the general opinion of the work in question. The director may choose to consult with other library staff.
 - c. Evaluate the work for its strengths and value as a whole and not in part, and apply all appropriate selection criteria^[ah1].
3. Having thoroughly considered the complaint, the director may:
 - a. Retain the challenged work (or keep the program in mind for future scheduling),
 - b. Move the work to another location (or make changes to the program's format, audience, timing, etc. for future scheduling)
 - c. Remove the work from the collection (or remove the program from consideration for future scheduling).

4. In all cases, the director shall:

- a. Provide a written response to the patron within 30 days, including a full explanation of the decision and information concerning the process to appeal. If more time is needed for reviewing materials, the written response shall notify the patron of that fact.
- b. Advise the Library Advisory Board of the decision, either through a formal memo or as part of the monthly n Director's Report at its next scheduled meeting.

3. Appeal to Library Advisory Board (LAB)

1. If the patron disagrees with the library director's decision, the patron may appeal to the Library Advisory Board by notifying the City Clerk's Office. The patron must provide a written statement giving the basis for disagreeing with the library director's decision. The City Clerk's Office will include the statement, the director's written response, and the Request for Reconsideration form(s) in the packet for the next scheduled LAB meeting.
2. The LAB will review the packet materials and hear testimony from the patron and all interested members of the public. Testimony may be presented at the meeting or in writing^[ah2].
3. The LAB shall entertain a motion on whether to consider the matter further^[ah3].
4. If the LAB does not vote to proceed, the matter is closed. The LAB Chair will provide the patron with written notice of the outcome within 30 days.
5. If the LAB votes to proceed, the LAB shall schedule a public hearing at a special or regular meeting to address the request for reconsideration. The date for this meeting is at the LAB's discretion, but should allow sufficient time for members to review the work(s) or program(s) in full.
6. Prior to the meeting, all members of the LAB will read, view or listen to the work(s) in full. Where^[ah4] the complaint concerns programming, LAB members will review the same information available to the library director regarding the program(s).
7. At the meeting, the LAB will again accept public testimony^[ah5] and then vote on whether to uphold or overturn the library director's decision. Where multiple works or programs are at issue, a separate motion is required for every individual work or program. For materials complaints, members may vote on any work which the member has read, viewed or listened to in full, but must abstain from voting on works which the member has not read, viewed or listened to in full.
8. Once the LAB has voted, the LAB Chair will provide the patron with written notice of the outcome within 30 days.
9. **Any decision made by the LAB-whether to uphold or overturn the library director's decision-shall remain in effect for three full years from the date of the final LAB vote. No**

further appeals will be heard. No other reconsideration of this material or program will be addressed during that time period unless the grounds for complaint are substantially different from the previous reconsideration.

10. At the expiration of the three-year period, all actions regarding the work(s) or program(s) become available:

- a. A patron may initiate a new request for reconsideration
- b. The library director may place the work(s) back in the collection (if previously removed)
- c. The library director may place the work(s) in a new location, including the original location (if previously shifted to a different part of the collection)
- d. The library director may schedule the program(s) for future dates (if previously declined)
- e. The director shall notify the LAB in writing after taking any of the actions listed above.

HOMER PUBLIC LIBRARY: FACILITIES COMPLAINT FORM

Patron's Information

Name

Address

Phone or email

Patron's signature

Date

Comments or complaints

Actions Taken by Library Staff

Signature of library staff

Date

Continued on reverse

Form Forwarded

Date:

ADMINISTRATION	OTHER CITY OFFICES	BOARDS AND COMMISSIONS
<input type="checkbox"/> City Manager	<input type="checkbox"/> City Clerks	<input type="checkbox"/> Americans with Disabilities Act (ADA)
<input type="checkbox"/> Communications	<input type="checkbox"/> Community Recreation	<input type="checkbox"/> Economic Development Commission (EDC)
<input type="checkbox"/> Human Resources	<input type="checkbox"/> Finance	<input type="checkbox"/> Library Advisory Board (LAB)
	<input type="checkbox"/> Fire	<input type="checkbox"/> Parks, Art, Recreation and Culture Advisory Commission (PARCAC)
	<input type="checkbox"/> IT	<input type="checkbox"/> Planning Commission
	<input type="checkbox"/> Planning	<input type="checkbox"/> Port and Harbor Commission
	<input type="checkbox"/> Police	
	<input type="checkbox"/> Port and Harbor	
	<input type="checkbox"/> Public Works	
	<input type="checkbox"/> Building Maintenance	
	<input type="checkbox"/> Parks	
	<input type="checkbox"/> Roads	
	<input type="checkbox"/> Water and Sewer	

☐ Other

HOMER PUBLIC LIBRARY: REQUEST FOR RECONSIDERATION OF MATERIALS OR PROGRAMS

This form constitutes a written request for staff to reconsider materials in the collection or programs affiliated with the library. A separate form must be completed for each work and/or program in question. Incomplete forms will not be considered. A complaint about a program must be filed no later than five working days after the scheduled date of the event. Only residents of the library's service area may submit this form.

Patron's Information

Do you represent:	
<input type="checkbox"/> Yourself	<input type="checkbox"/> An organization <input type="checkbox"/> Other (specify below)
Name	
Mailing address	
Phone or email	
Signature	Date

Information About the Work or Program

Type of material:
<input type="checkbox"/> Book <input type="checkbox"/> Periodical <input type="checkbox"/> Audio <input type="checkbox"/> Video <input type="checkbox"/> Program <input type="checkbox"/> Other
Author/Performer
Title

Continued on reverse

What is your objection to this material or program? Please be specific and cite pages or scenes.

Did you read, view or listen to the entire work or program? If not, what parts?

What harm do you feel might result from reading, viewing or listening to this work or program?

For what age group do you recommend this work or program?

Have you read any reviews? If so, please provide a citation.

Do you have a recommendation for other material that would provide information or perspective on this topic?

What action do you wish the library to take?

Staff member receiving form

Date

Standard of review.

The First Amendment to the United States Constitution protects the right to receive information, a right vigorously enforced in the context of public libraries. *Reno v. American Civil Liberties Union*, 521 U.S. 844 (1997), and *Kreimer v. Bureau of Police*, 958 F.2d 1242, 1255 (3d Cir. 1992).

The challenged material will be reviewed as a whole to determine whether it lacks serious literary, artistic, political or scientific value. *Miller v. California*, 413 U.S. 15 (1973).

The standard for determining whether a book is inappropriate involves evaluating whether the content is obscene. Obscenity is defined in *Miller v. California*, 413 U.S. 15 (1973). Under this test, material is considered obscene if:

- (1) whether the average person applying contemporary community standards would find the work, taken as a whole, appeals to the prurient interest (an improper appeal to a sexual desire).
- (2) whether the work depicts or describes, in an offensive way, sexual conduct specifically defined by the Alaska law; **and**
- (3) whether the work, taken as a whole, lacks serious literary, artistic, political or scientific value.

This means that for a book to be banned on legal grounds, there must be a solid, objective reason for banning it. This reason must be grounded in these obscenity standards. Subjective disagreements over ideology or content do not provide legal justification for the banning of books.

The LAB may not remove material simply because it dislikes the ideas contained in the material and seek by its removal to “prescribe what shall be orthodox in politics, nationalism, religion, or other matters of opinion.” *Island Trees Sch. Dist. v. Pico by Pico*, 457 U.S. 853, 872 (1982).

Speech that is neither obscene as to youths nor subject to some other legitimate prohibition cannot be suppressed solely to protect the young from ideas or images that the library or that LAB thinks unsuitable for them. *Erznoznik v. City of Jacksonville*, 422 U.S. 205, 213 (1975).

Limiting access to material rather than removing it from the library also impacts the First Amendment since such restriction burdens the First Amendment right to receive information. *Turner Broadcasting, Inc. v. FCC*, 512 U.S. 622 (1994), and *Sund v. City of Wichita Falls, Texas*, 121 F. Supp. 2d 530 (N.D. Texas, 2000).

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The challenged material will be reviewed as a whole to determine whether it lacks serious literary, artistic, political or scientific value. *Miller v. California*, 413 U.S. 15 (1973).

The standard for determining whether a book is inappropriate involves evaluating whether the content is obscene, child pornography, indecent material, or harmful to minors

Obscenity is defined in *Miller v. California*, 413 U.S. 15 (1973). Under this test, material is considered obscene if:

(1) whether the average person applying contemporary community standards would find the work, taken as a whole, appeals to the prurient interest (an improper appeal to a sexual desire).

(2) whether the work depicts or describes, in an offensive way, sexual conduct specifically defined by the Alaska law; **and**

(3) whether the work, taken as a whole, lacks serious literary, artistic, political or scientific value.

Child pornography means a picture of a child under 18 years of age performing sexual acts as described in Alaska Statute 11.41.455(a).

Indecent Material is defined in Alaska Statute 11.61.128(a)(2).

Material that is harmful to minors is defined in Alaska Statute 11.61.128(c).

This means that for a book to be banned on legal grounds, there must be a solid, objective reason for banning it. This reason must be grounded in these standards. Subjective disagreements over ideology or content do not provide legal justification for the banning of books.

The LAB may not remove material simply because it dislikes the ideas contained in the material and seek by its removal to “prescribe what shall be orthodox in politics, nationalism, religion, or other matters of opinion.” *Island Trees Sch. Dist. v. Pico by Pico*, 457 U.S. 853, 872 (1982).

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Sample Form

Request for Reconsideration of Library Resources

The trustees of Mainstream Public Library have established a materials selection policy and a procedure for gathering input about particular items. Completion of this form is the first step in that procedure. If you wish to request reconsideration of a resource, please return the completed form to the library director.

Mainstream Library
1 Mainstream Plaza
Anytown, State Zip

Date _____

Name _____

Address _____

City _____ State/Zip _____

Phone _____ E-mail _____

Do you represent self? ____ Or an organization? ____

Name of Organization _____

1. Resource on which you are commenting

Book/E-book ____ Movie ____ Magazine ____ Audio Recording ____

Digital Resource ____ Game ____ Newspaper ____ Program ____ Other ____

Title _____

Author/Producer _____

2. What brought this resource to your attention?

3. Have you examined the entire resource? If not, what sections did you review?

4. What concerns you about the resource?

5. Are there resource(s) you suggest to provide additional information and/or other viewpoints on this topic?

6. What action are you requesting the committee to consider?

Alaska Statutes Title 11. Criminal Law § 11.41.455. Unlawful exploitation of a minor

(a) A person commits the crime of unlawful exploitation of a minor if, in the state and with the intent of producing a live performance, film, audio, video, electronic, or electromagnetic recording, photograph, negative, slide, book, newspaper, magazine, or other material that visually or aurally depicts the conduct listed in (1)-(7) of this subsection, the person knowingly induces or employs a child under 18 years of age to engage in, or photographs, films, records, or televises a child under 18 years of age engaged in, the following actual or simulated conduct:

- (1) sexual penetration;
- (2) the lewd touching of another person's genitals, anus, or breast;
- (3) the lewd touching by another person of the child's genitals, anus, or breast;
- (4) masturbation;
- (5) bestiality;
- (6) the lewd exhibition of the child's genitals; or
- (7) sexual masochism or sadism.

(b) A parent, legal guardian, or person having custody or control of a child under 18 years of age commits the crime of unlawful exploitation of a minor if, in the state, the person permits the child to engage in conduct described in (a) of this section knowing that the conduct is intended to be used in producing a live performance, film, audio, video, electronic, or electromagnetic recording, photograph, negative, slide, book, newspaper, magazine, or other material that visually or aurally depicts the conduct.

(c) Unlawful exploitation of a minor is

- (1) a class A felony; or
- (2) an unclassified felony if the

(A) person has been previously convicted of unlawful exploitation of a minor in this jurisdiction or a similar crime in this or another jurisdiction; or

(B) minor who is exploited is under 13 years of age at the time the exploitation occurs.

(d) In this section, "audio recording" means a nonbook prerecorded item without a visual component, and includes a record, tape, cassette, and compact disc.

Alaska Statutes Title 11. Criminal Law § 11.61.128. Distribution of indecent material to minors

- (a) A person commits the crime of distribution of indecent material to minors if
 - (1) the person, being 18 years of age or older, intentionally distributes or possesses with intent to distribute any material described in (2) and (3) of this subsection to either
 - (A) a child that the person knows is under 16 years of age; or
 - (B) another person that the person believes is a child under 16 years of age;
 - (2) the person knows that the material depicts the following actual or simulated conduct:
 - (A) sexual penetration;
 - (B) the lewd touching of a person's genitals, anus, or female breast;
 - (C) masturbation;
 - (D) bestiality;
 - (E) the lewd exhibition of a person's genitals, anus, or female breast; or
 - (F) sexual masochism or sadism; and
 - (3) the material is harmful to minors.
- (b) In this section, it is not a defense that the victim was not actually under 16 years of age.
- (c) In this section, "harmful to minors" means
 - (1) the average individual, applying contemporary community standards, would find that the material, taken as a whole, appeals to the prurient interest in sex for persons under 16 years of age;
 - (2) a reasonable person would find that the material, taken as a whole, lacks serious literary, artistic, educational, political, or scientific value for persons under 16 years of age; and
 - (3) the material depicts actual or simulated conduct in a way that is patently offensive to the prevailing standards in the adult community as a whole with respect to what is suitable for persons under 16 years of age.
- (d) Except as provided in (e) of this section, distribution of indecent material to minors is a class C felony.
- (e) Distribution of indecent material to minors is a class B felony if the defendant was, at the time of the offense, required to register as a sex offender or child kidnapper under AS 12.63 or a similar law of another jurisdiction.

Alaska Statutes Title 11. Criminal Law § 11.61.128. Distribution of indecent material to minors

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Bushatz, Amy. "Mat-Su School District Agrees to Pay \$89,000 in Book Removal Settlement." *Mat-Su Sentinel* 1 Nov. 2024. Web. 4 Nov. 2024. <https://www.matsusentinel.com/mat-su-school-district-agrees-to-pay-89-000-in-book-removal-settlement>.

By Amy Bushatz on Nov 1, 2024

Mat-Su school district agrees to pay \$89,000 in book removal settlement

The suit alleged the district violated students' constitutional rights.



A Matanuska-Susitna Borough School District sign at the administration building in Palmer.
(Amy Bushatz/Mat-Su Sentinel)

What you need to know:

- The Mat-Su School District has agreed to pay \$89,000 in legal fees to settle a lawsuit alleging it violated students' constitutional rights by removing 56 books from library shelves early last year.
- The books were removed after some parents and community members flagged them as "challenged." An 11-member citizens' committee reviewed the books, leading the school board to order the permanent removal of seven titles. The rest were returned to school libraries by late summer as part of the district's review process. A preliminary injunction by a U.S. District Court judge also ordered those books returned to the shelves.

- The ACLU of Alaska and the Northern Justice Project filed the lawsuit on behalf of a group of parents and students. The seven books permanently removed include titles by Andre Aciman, Caroline Kepnes, Colleen Hoover and Sarah Maas.

The Matanuska-Susitna School District has agreed to pay \$89,000 in legal fees to settle a lawsuit alleging it violated students' constitutional rights by removing 56 books from library shelves early last year, district officials said Friday.

Under the settlement, seven books will remain permanently off district library shelves, officials said. The remaining titles were [returned to shelves late this summer](#) at nine high schools, four middle schools, and a correspondence homeschool program.

The settlement does not include an admission of guilt, district spokesperson John Notestine said in an interview.

Administrators removed the books from library shelves early last year after parents and community members flagged them as “challenged.” An 11-member citizen library committee reviewed the books over 10 months to determine whether they violated state obscenity laws. Following the review, the school board ordered seven of the titles permanently removed from shelves and circulation.

The lawsuit, [filed late last year](#) by the American Civil Liberties Union of Alaska and the Anchorage-based Northern Justice Project on behalf of six parents representing their minor children and two students over 18, argued that the removals violated students' First Amendment rights. It asked the court to declare the removals unconstitutional and order the district to return the books to school libraries.

In August, U.S. District Judge Sharon Gleason [issued a preliminary injunction](#) ordering most of the books back on shelves, a step district officials said was partially completed before the order. The order did not address the seven titles the board permanently removed.

District officials said they believe the settlement indicates the ACLU and Northern Justice Project knew they could not win in court.

“The District believes the plaintiffs filed a case, recognized that they would not prevail, and then asked to recoup attorney’s fees from the MSBSD instead of pursuing their case,” the district said in a statement. “The School Board and the District firmly believe no errors were made and the judge's order in August seems to support this belief.”

The district chose to settle to avoid further fees, officials said.

“The board and the district have a duty to prioritize the funds they receive on educating children and not defending themselves against lawsuits,” they said in the statement. “The board and the

district have decided to pay the Northern Justice Project and the ACLU \$89,000 now to end litigation that would have cost much more than that to defend through trial.”

Northern Justice Project officials said they settled because the August order achieved their goal, not because they believed they could not win at trial.

“We got the books that were never problematic to begin with back on the school shelves, and the seven books they removed, we agree upon a review finding that they weren’t age-appropriate; that’s fine not to have them in school libraries,” Savannah Fletcher, an attorney with the Northern Justice Project, said in an interview. “We hope, even though the district press release may not sound like it, that the school district has learned that you can’t just ignore people’s free speech rights. And if you do have a concern about a book, you should read it first before you jump to conclusions.”

The permanently removed titles are: "Call Me By Your Name" by Andre Aciman; "You" by Caroline Kepnes; "It Ends With Us," "Ugly Love" and "Verity" by Colleen Hoover; and "A Court of Mist and Fury" and "A Court of Silver Flames" by Sarah Maas. The titles have been placed in a district warehouse in Palmer with other surplus supplies, where they will be auctioned, donated or trashed, Notestine said.

-- Amy Bushatz can be contacted at abushatz@matsusentinel.com



MEMORANDUM

Resolution 24-xxx, A Resolution of City Council of Homer, Alaska Establishing the 2025 Regular Meeting Schedule for City Council, Economic Development Advisory Commission, Library Advisory Board, Parks Art Recreation & Culture Advisory Commission, Planning Commission, Port & Harbor Advisory Commission and ADA Advisory Board. City Clerk.

Item Type: Action Item
Prepared For: Library Advisory Board
Date: November 14, 2024
From: Ashley Appel, Deputy City Clerk I

Please review the draft resolution that establishes your meetings for 2025 and make any changes by way of motion.

Requests for meeting schedule changes will then go to City Council, who will be setting the 2025 meeting schedule for Council and Advisory Bodies via resolution no later than their November 25, 2024 meeting.

Recommendation

Review the attached draft resolution; make a motion to approve the resolution either as-is or with amendments and recommend adoption by City Council.

**CITY OF HOMER
HOMER, ALASKA**

City Clerk

RESOLUTION 24-1xx

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA, ESTABLISHING THE 2025 REGULAR MEETING SCHEDULE FOR CITY COUNCIL, ECONOMIC DEVELOPMENT ADVISORY COMMISSION, LIBRARY ADVISORY BOARD, PARKS ART RECREATION AND CULTURE ADVISORY COMMISSION, PLANNING COMMISSION, PORT AND HARBOR ADVISORY COMMISSION, AND AMERICANS WITH DISABILITIES ACT (ADA) ADVISORY BOARD.

WHEREAS, Pursuant to Homer City Code (HCC) Section 1.14.020, the City Council annually sets the schedule for regular and some special meetings, noting the dates, times and places of the City Council, Planning Commission, Advisory Commissions and Boards; and

WHEREAS, The public is informed of such meetings through notices located at the City Clerk's Office, Clerk's Calendar on KBBI, the City Clerk's Website, and postings at the Public Library; and

WHEREAS, HCC 1.14.020 - 040 states that meetings may be advertised in a local paper of general circulation at least three days before the date of the meeting and that special meetings should be advertised in the same manner or may be broadcast by local radio at least twice a day for three consecutive days or two consecutive days before the day of the meeting plus the day of the meeting; and

WHEREAS, HCC 1.14.010 notes that the notice of meetings applies to the City Council and all commissions, boards, committees, subcommittees, task forces and any sub-unit of the foregoing public bodies of the City, whether meeting in a formal or informal meeting; that the failure to give the notice provided for under this chapter does not invalidate or otherwise affect any action or decision of a public body of the City; however, this sentence does not change the consequences of failing to give the minimum notice required under State Statute; that notice will ordinarily be given by the City Clerk; and that the presiding officer or the person or persons calling a meeting are responsible for notifying the City Clerk of meetings in sufficient time for the Clerk to publish notice in a newspaper of general circulation in the City; and

WHEREAS, This Resolution does not preclude additional meetings such as emergency meetings, special meetings, worksessions, and the like; and

WHEREAS, Council adopted Resolution 06-144 on October 9, 2006 establishing the Regular Meeting site for all bodies to be the City Hall Cowles Council Chambers.

NOW, THEREFORE, BE IT RESOLVED by the Homer City Council, that the 2025 meeting schedule is established for the City Council, Economic Development Advisory Commission, Library Advisory Board, Parks Art Recreation and Culture Advisory Commission, Planning Commission, Port and Harbor Advisory Commission, and the American with Disabilities Act (ADA) Advisory Board of the City of Homer, Alaska, as follows:

HOLIDAYS – City Offices closed:

January 1, New Year's Day, Wednesday	February 17, Presidents' Day, third Monday	March 31, Seward's Day, last Monday	May 26, Memorial Day, last Monday	July 4, Independence Day, Friday	September 1, Labor Day, first Monday
October 17*, Alaska Day Friday	November 11, Veterans Day, Tuesday	November 27 Thanksgiving Day, Fourth Thursday	November 28, Friday, the day after Thanksgiving	December 25, Christmas, Thursday	

*If a holiday is on a Sunday, the following Monday is observed as the legal holiday; if on a Saturday, the preceding Friday is observed as the legal holiday pursuant to the City of Homer Personnel Rules and Regulations.

CITY COUNCIL (CC)

January 13, 27	February 10, 24	March 10, 24	April 14, 28	May 12, 27*	June 9, 23
July 28**	August 11, 25	September 8, 22	October 7 Election	October 13, 27 Oath of Office October 13	Canvass Board October 10
November 4 Runoff Election	November 10, 24	December ***If needed			

*Second meeting in May will be held on a Tuesday due to Memorial Day

**There will be no First Regular Meeting in July.

*** The City Council will not schedule a regular meeting in December to allow for attendance at AML Annual Conference and may hold Special Meetings as needed.

City Council's Regular Committee of the Whole Meetings at 5:00 p.m. to no later than 5:50 p.m. prior to every Regular Meeting which are held the second and fourth Monday of each month at 6:00 p.m. Council will not conduct a First Regular Meeting in July or a meeting in December.

ECONOMIC DEVELOPMENT ADVISORY COMMISSION (EDC)

January 14	February 11	March 11	April 8	May 13	June 10
July 8	August 12	September 9	October 14	November 12*	December 10

*Wednesday meeting day due to Veteran's Day Holiday

Economic Development Advisory Commission Regular Meetings are held on the second Tuesday of each month at 6:00 p.m.

LIBRARY ADVISORY BOARD (LAB)

January 21	February 18	March 18	April 15	May 20	
	August 19	September 16	October 21	November 18	December 17

Library Advisory Board Regular Meetings are held on the third Tuesday of January through May and August through December at 5:30 p.m.

PARKS, ART, RECREATION AND CULTURE ADVISORY COMMISSION (PARC)

	February 20	March 20	April 17	May 15	June 19
	August 21	September 18	October 16	November 20	

Parks, Art, Recreation and Culture Advisory Commission Regular Meetings are held on the third Thursday February through June and August through November at 5:30 p.m.

PLANNING COMMISSION (PC)

January 2**, 15	February 5, 19	March 5, 19	April 2, 16	May 7, 21	June 4, 18
July 16*	August 6, 20	September 3, 17	October 1, 15	November 5*	December 3*

*There will be no First Regular Meeting in July or Second Regular Meetings in November and December.

**Meeting is on Thursday, due to the holiday.

Planning Commission Regular Meetings are held on the first and third Wednesday of each month at 6:30 p.m.

PORT AND HARBOR ADVISORY COMMISSION (PHC)

January 22	February 26	March 26	April 23	May 28	June 25
July 23	August 27	September 24	October 22	November 12*	December 10*

Port and Harbor Advisory Commission Regular Meetings are held on the fourth Wednesday of month January through October and the second Wednesday of November and December at 5:30 p.m.

AMERICANS WITH DISABILITIES ACT (ADA) ADVISORY BOARD (ADAAB)

	February 13		April 10	May 8	June 12
July 10	August 14		October 9	November 13	

The Americans with Disabilities Act (ADA) Advisory Board Regular Meetings are held on the second Thursday at 4:00 p.m. in the months of February, April through August, October and November, with additional meetings called as needed.

PASSED AND ADOPTED by the Homer City Council this _____ day of November, 2024.

CITY OF HOMER

RACHEL LORD, MAYOR

ATTEST:

RENEE KRAUSE, MMC, CITY CLERK

Fiscal Impact: Advertising of meetings in regular weekly meeting ad and advertising of any additional meetings.



MEMORANDUM /AGENDA ITEM REPORT

Budget Forecast for FY 2026-27

Item Type: Information memorandum
Prepared For: Library Advisory Board
Date: Nov. 15, 2024
From: Dave Berry, Library Director
Through:

As I mentioned at the last LAB meeting, the City's revenue projections for fiscal cycle 2026-27 show significant reductions. We now have a definite target for budget planning, and it looks like all departments will need to reduce expenditures by 5-10%.

For the library, I would cut expenditures in the following order:

1. Small funds for specialized purposes (operating supplies, building and grounds maintenance, printing and binding, advertising, and so on).
2. Materials, on the grounds that materials purchases are the easiest to supplement with outside grants or donations.
3. Longer-term funds, like equipment maintenance, computer-related items, employee training, etc. This means doing without essential maintenance and repairs, but we can get by for a while.
4. Large funds that have a major impact on operations, like software, communications and subscription databases. Cuts to these funds would have an immediate and obvious impact on the public.
5. Staff or operating hours.

While no budget reductions are ever welcome, the library is generally in good condition and we can reduce 5% without dire consequences. 10% is quite a bit harder. The attached excel chart is a first pass at a 2026-27 budget, but nothing is set in stone and all the numbers could change.

Recommendation:

For discussion.

LAB

Nov. 15, 2024

Attachments:

Possible Reductions 2025 to 2027.

FUND 100 GENERAL FUND DEPT. 0145 LIBRARY								
A/C NUMBER	EXPENDITURE CATEGORIES AND DESCRIPTIONS	FY 2025 7/1/22 - 6/30/25 BUDGET	BUDGET	5% REDUCTION CUT	NOTES	BUDGET	10% REDUCTION CUT	NOTES
SALARIES AND BENEFITS								
	5101 Salary and Wages	412,255	412,255	0.0%		412,255	0.0%	
	5102 Fringe Benefits	245,991	245,991	0.0%		245,991	0.0%	
	5103 Part-Time Wages	110,558	110,558	0.0%		110,558	0.0%	
	5104 Part-Time Benefits	69,855	69,855	0.0%		69,855	0.0%	
	5105 Overtime	1,000	1,000	0.0%		1,000	0.0%	
	5107 Part-Time Overtime	-	-	0.0%		-	0.0%	
	5108 Unemployment Benefits	-	-	0.0%		-	0.0%	
	5112 PERS Relief	-	-	0.0%		-	0.0%	
TOTAL SALARIES AND BENEFITS			839,659	839,659		839,659		
MAINTENANCE AND OPERATIONS								
	5201 Office Supplies	9,000	9,000	0.0%		7,000	22.2%	
	5202 Operating Supplies	1,270	-	100.0%		-	100.0%	
	5203 Fuel and Lube	18,000	18,000	0.0%		18,000	0.0%	
	5208 Equipment Maintenance	3,000	1,500	50.0%	Skip maintenance	-	100.0%	Skip maintenance
	5209 Building and Grounds Maintenance	250	-	100.0%		-	100.0%	
	5210 Professional Services	9,400	9,400	0.0%	OCLC is \$8,000+	9,400	0.0%	OCLC is \$8,000+
	5214 Rents and Leases	6,000	4,000	33.3%		4,000	33.3%	
	5215 Communications	36,000	36,000	0.0%		31,000	13.9%	Drop hotspots
	5216 Freight and Postage	4,500	4,500	0.0%		4,500	0.0%	
	5217 Electricity	33,609	33,609	0.0%		33,609	0.0%	
	5218 Water	1,148	1,148	0.0%		1,148	0.0%	
	5219 Sewer	1,263	1,263	0.0%		1,263	0.0%	
	5221 Property Insurance	18,195	18,195	0.0%		18,195	0.0%	
	5223 Liability Insurance	1,734	1,734	0.0%		1,734	0.0%	
	5227 Advertising	1,000	500	50.0%		-	100.0%	
	5228 Books	44,000	25,000	43.2%	Supplement with grants, FHL, endowment, reserves	20,000	54.5%	Supplement with grants, FHL, endowment, reserves
	5229 Periodicals	12,000	8,000	33.3%		6,000	50.0%	
	5230 Audio Visual	16,500	10,000	39.4%		8,000	51.5%	
	5231 Tools and Equipment	4,250	2,000	52.9%	Skip maintenance	1,000	76.5%	Skip maintenance
	5233 Computer Related Items	5,500	1,500	72.7%	Skip maintenance	1,000	81.8%	Skip maintenance
	5235 Membership Dues	1,500	750	50.0%		-	100.0%	Drop AkLA
	5238 Printing and Binding	600	-	100.0%		-	100.0%	
	5244 Snow Removal	10,200	10,200	0.0%		8,000	21.6%	Risking a bad winter
	5252 Credit Card Expenses	600	600	0.0%		600	0.0%	
	5603 Employee Training	8,500	5,000	41.2%	No trips	-	100.0%	No training
	5635 Software	19,500	15,000	23.1%	Cut Deep Freeze	12,000	38.5%	Cut Adobe, Deep Freeze
	5639 Subscription Databases	23,500	18,000	23.4%		12,000	48.9%	Cut numerous databases
TOTAL MAINTENANCE AND OPERATIONS			291,019	234,899		198,449		
TOTAL			1,130,678	1,074,558		1,038,108		
% of FY 25 FUNDING			100.0%	95.0%		91.8%		



City of Homer

www.cityofhomer-ak.gov

Office of the City Manager

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Homer, Alaska 99603

citymanager@cityofhomer-ak.gov

(p) 907-235-8121 x2222

(f) 907-235-3148

Memorandum

TO: Mayor Lord and Homer City Council
FROM: Melissa Jacobsen, City Manager
DATE: November 6, 2024
SUBJECT: City Manager's Report for November 12, 2024 Council Meeting

Bayview Park Grand Re-Opening Celebration

On October 30, 2024, we celebrated the grand reopening of Bayview Park with a festive ribbon-cutting ceremony and cups of hot cocoa! Thank you to everyone who joined us—it was inspiring to see so much community involvement in bringing this project to life. The park was closed for just over a month—from September 26 to October 30—and has reopened with several exciting upgrades, including ADA-compliant parking, an accessible pathway, new playground equipment, and fresh mulch. We extend our deepest thanks to those who made these improvements possible:

- **Alaska Department of Health**, for their Healthy Equitable Communities grant.
- **Kachemak Bay Rotary Club**, for generously donating playground equipment.
- **Community members** who collaborated with design contractor Peter Briggs of Corvus Design to shape the park's vision.
- **City's ADA Advisory Board and Independent Living Center**, for consulting on accessibility features.
- **Homer City Council**, for approving Homer Area Roads and Trails (HART) funding, which helped complete the park's drainage, accessible parking, and entrance trail. (HART is a voter-approved tax initiative dedicated to enhancing Homer's roads and trails.)
- **Parks Art Recreation and Culture Commission**, who invested considerable time in planning and design.

We also acknowledge our fantastic contractors, Corvus Design and East Road Services, who worked alongside City staff from the Community Development and Public Works Departments to make this project a reality. Thank you all for creating a beautiful, accessible space for our community!



Fish Grinding Building Replacement Project Update

After Council approved the grant amendment to add construction activities to the Alaska Department of Fish & Game Cooperative Agreement to replace the City's Fish Grinding Building, we hit the ground running to be able to complete construction before fishing season gets going again in the spring. Contractors began demolition of the old building the week of October 12, and Beachy construction's sub-contractor Richards Masonry arrived on site the last week of October to begin building the walls of the new grind shack.



Alaska Association of Harbormasters and Port Administrator's Employee of the Year at the 2024



At the Alaska Association of Harbormasters and Port Administrator's Annual Conference that recently concluded in Homer, Amy Woodruff was awarded Port of Homer Employee of the Year. In her position as Administrative Supervisor, Amy manages a diverse set of responsibilities that connect all divisions within the Port, ensuring efficient handling of billing and payables. The AAHPA award acknowledged Amy's enthusiasm and remarkable technological skills that have propelled Homer Port & Harbor forward in terms of efficiency and accountability. In addition, it was also recognized her invaluable involvement and contributions to the Homer Harbor Expansion General Investigation study and the Federal grant application to the Port Infrastructure Development Program for float system replacement, which showcases her exceptional ability to juggle multiple projects simultaneously while managing her daily office responsibilities. Congratulations Amy!

Comment Period for the Comp Plan Rewrite Growth Scenarios Available Online Through Nov 15

The Growth Scenarios that debuted at the October 22, 2024 Community Work Session as part of the Homer Comprehensive Plan were made available on the Homer Comp Plan Update website November 1 for the public to be able to view and provide comment. The public can review the scenarios and provide your feedback through the link: <https://homercompplanupdate.com/>. Comments on the Growth Scenarios are being accepted through November 15th. The online feedback, and the feedback received from over 90 Homer residents who attended the Community Work Session, will be used to improve the Growth Scenarios Report Card and related materials, and help identify elements of a "preferred scenario" that we will use to inform the revised Comprehensive Plan (slated for release in January 2025).

Homer Spit Road Erosion

We're keeping a watchful eye on the areas of the Spit Road that are being impacted by erosion from recent high tide and wind events. We'll be experiencing another large tide cycle November 13-19 and if that coincides with high winds from the south west further damage may likely occur along the road. The Spit Road is a state owned road and Port Director Hawkins has been in contact with our local AKD 46 Highway Supervisor to keep AKDOT looped in to respond

as best they can. City departments including Police, Fire, Port, and Public Works are communicating internally on response planning as well.

Controlled Burn of Brush Pile on Homer Spit

The City is conducting a controlled burn of a brush pile on the Homer Spit, June 12th through the 15th. This is a routine clean-up operation that happens about every other year for driftwood that has been pulled out of the harbor and some brush from Public Works. The fire has been permitted and is being carefully monitored, so while folks may see smoke, there is no need to contact the Fire Department.

HERC Update

The City had a successful application to the State of Alaska's Department of Environmental Conservation (DEC) Brownfields Assessments and Cleanup Service (DBAC). The State pays and manages all the tasks. The work outlined in the attached letter will help prepare the City to apply for future EPA funding. Federal Grant opportunities next year are anticipated to be the last of the large federal funding opportunities for brownfield cleanup work. The State's work will help the City have a more complete application next year.

Work Session with the Economic Development Advisory Commission

Council will hold a joint work session with the EDC on Monday November 18th. If there is something you'd like to discuss at that work session, please let staff know.

Homer Spit Road Erosion

We're keeping a watchful eye on the areas of the Spit Road that are being impacted by erosion from recent high tide and wind events. We'll be experiencing another large tide cycle November 13-19 and if that coincides with high winds from the south west further damage may likely occur along the road. The Spit Road is a state owned road and Port Director Hawkins has been in contact with our local AKDOT Highway Supervisor to keep AKDOT looped in to respond as best they can. City departments including Police, Fire, Port, and Public Works are communicating internally on response planning as well.

Imitation is the Highest Form of Flattery

Harbor Staff had some fun on Halloween with an unexpected trick for their boss. Some of the team dressed up as "Bryan in the office", "Bryan in the field", and "Bryan giving a Harbor tour". Can you spot the real Bryan?



Attachments:

- November Employee Anniversaries
- Veterans Day recognition of City staff (supplemental 47 packet)
- Approval letter for HERC Site Characterization Work Plan



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Memorandum

TO: MAYOR LORD AND CITY COUNCIL
FROM: Andrea Browning
DATE: November 12, 2024
SUBJECT: November Employee Anniversaries

I would like to take the time to thank the following employees for the dedication, commitment and service they have provided the City and taxpayers of Homer over the years.

Dave Shealy	Police	27	Years
Jenna deLumeau	Finance	15	Years
Ian Overson	Police	13	Years
Shawn Krause	Public Works	5	Years
Cinda Nofziger	Library	3	Years
Wesley Breshears	Public Works	1	Year
Samantha Jacobsen	Port	1	Year
River Mann	Port	1	Year
Lori Pond	Admin	1	Year
Lisa Twitchell	Public Works	1	Year



THE STATE
of ALASKA
GOVERNOR MIKE DUNLEAVY

Department of Environmental Conservation

DIVISION OF SPILL PREVENTION AND RESPONSE
Contaminated Sites Program

PO Box 111800
Juneau, Alaska 99811-1800
Main: 907.465.5250
Fax: 907.465.5262

File: 2314.38.043
Hazard ID: 27933

October 24, 2024

Sent via electronic mail

Julie Engebretsen
Director of Community Development
City of Homer
491 E Pioneer Ave
Homer, AK 99603
Jengebretsen@ci.homer.ak.us

Re: ADEC Approves the Response to Comments, dated April 26, 2023

Dear Ms. Engebretsen,

The Alaska Department of Environmental Conservation (DEC) Contaminated Sites Program (CSP) received the *Site Characterization Work Plan*, dated October 9th, 2024 and submitted to the department the same date. The work plan is approved.

The work plan proposes the advancement of 80 test holes using hand tools. Soils will be field screened at 6 inches, 1 foot below ground surface (bgs) and 2 feet bgs using an x-ray fluorescence (XRF) device. The 40 samples with the highest XRF results will be submitted for laboratory analysis for lead and RCRA metals, 8 soil samples will be submitted for PCBs. An additional 4 duplicate samples will be submitted blind. If any soil field screening samples exceed 100 milligrams per kilogram (mg/kg) for lead, two samples will be submitted for analysis of Toxic Characteristic Leaching Procedure. An additional 10 soils samples will be collected to analysis of asbestos.

BGES is proposing to undertake a comprehensive inspection of HERC 1 for lead-based paint, asbestos and PCB-containing materials. An XRF will be used to identify lead-based paint, and any samples of suspected asbestos containing materials will be collected using wet methods for laboratory analysis. A report detailing the above site characterization activities will be submitted to DEC at the finalization of field activities. Additionally, BGES will work with the community of Homer to draft an Analysis of Brownfields Cleanup Alternatives.

You can reach me by phone at (907) 465-5368 or by email at: Flannery.ballard@alaska.gov with any questions.

Sincerely,

Flannery Ballard
Environmental Program Specialist III

Cc: Marc Thomas (DEC)
Daniel Kort (City of Homer)
Jennifer Carroll (City of Homer)
Rose Kayotuk (BGES)
Bob Braunstin (BGES)
Carson Kent (BGES)

LIBRARY ADVISORY BOARD

2024 Calendar

	AGENDA DEADLINE	MEETING	CITY COUNCIL MEETING FOR REPORT*	ANNUAL TOPICS/EVENTS
JANUARY	Wednesday 1/10 5:00 p.m.	Tuesday 1/16 5:30 p.m.	Monday 1/22 6:00 p.m. [Carssow]	
FEBRUARY	Wednesday 2/14 5:00 p.m.	Tuesday 2/20 5:30 p.m.	Monday 2/26 6:00 p.m. [Finn]	<ul style="list-style-type: none"> • Annual Review of Library Fees, Policies, Rules & Regulations • Annual Review of Board's Bylaws • Celebration of Lifelong Learning • Strategic Plan & Goals
MARCH	Wednesday 3/13 5:00 p.m.	Tuesday 3/19 5:30 p.m.	Tuesday 3/26 6:00 p.m. [Kuszmaul]	<ul style="list-style-type: none"> • Reappointment Notices Sent Out
APRIL	Wednesday 4/10 5:00 p.m.	Tuesday 4/16 5:30 p.m.	Monday 4/22 6:00 p.m. [Asselin-Martin]	<ul style="list-style-type: none"> • Terms Expire April 1st • Advisory Body Training Worksession • Election of LAB Officers • National Library Week, Library Workers Day, & Library Legislative Day
MAY	Wednesday 5/15 5:00 p.m.	Tuesday 5/21 5:30 p.m.	Tuesday 5/28 6:00 p.m.	
JUNE	No Regular Meeting			
JULY	No Regular Meeting			
AUGUST	Wednesday 8/14 5:00 p.m.	Tuesday 8/20 5:30 p.m.	Monday 8/26 6:00 p.m.	<ul style="list-style-type: none"> • Library Budget Review *may not be applicable during non-budget years • Library Policies Revision • CIP Draft Recommendations
SEPTEMBER	Wednesday 9/11 5:00 p.m.	Tuesday 9/17 5:30 p.m.	Monday 9/23 6:00 p.m.	<ul style="list-style-type: none"> • Library Card Sign-up Month
OCTOBER	Wednesday 10/09 5:00 p.m.	Tuesday 10/15 5:30 p.m.	Monday 10/28 6:00 p.m.	<ul style="list-style-type: none"> • Approve Meeting Schedule for Upcoming Year
NOVEMBER	Wednesday 11/13 5:00 p.m.	Tuesday 11/19 5:30 p.m.	Monday 11/25 6:00 p.m.	<ul style="list-style-type: none"> • National Friends of Libraries Week
DECEMBER	Wednesday 12/11 5:00 p.m.	Tuesday 12/17 5:30 p.m.	1/13/2025 6:00 p.m.	<ul style="list-style-type: none"> • Annual Review of Strategic Plan/LAB Goals

*The Board's opportunity to give their report to City Council is scheduled for the Council's regular meeting following the Board's regular meeting, under Agenda Item 8 – Announcements/ Presentations/ Borough Report/Commission Reports.