



**Homer City Hall**  
491 E. Pioneer Avenue  
Homer, Alaska 99603  
[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

## City of Homer Agenda

**Library Advisory Board Regular Meeting**  
**Tuesday, November 3, 2020 at 5:30 PM**  
**City Hall Cowles Council Chambers via Zoom**  
**Webinar ID: 991 8847 0047 Password: 125016**

**Dial: 346-248-7799 or 669-900-6833; (Toll Free) 888-788-0099 or 877-853-5247**

**CALL TO ORDER, 5:30 P.M.**

**APPROVAL OF AGENDA**

**PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA** (3 minute time limit)

**RECONSIDERATION**

**APPROVAL OF MINUTES**

A. LAB October 6, 2020 Regular Meeting Minutes

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**VISITORS/PRESENTATIONS**

**STAFF & COUNCIL REPORT/COMMITTEE REPORTS**

A. Library Director Report for October 29, 2020

**Page 7**

i. 2019 Statistical Report

**Page 10**

ii. 2020 Statistical Report (*laydown*)

**PUBLIC HEARING**

**PENDING BUSINESS**

A. Planned Giving Program – Case Statement Materials

**Page 11**

i. Rough Bookmark Designs

**Page 12**

ii. Quotations About the Value of Libraries

**Page 15**

**NEW BUSINESS**

A. Library Giving Tree Program for December 2020

**Page 19**

B. Library Advisory Board 2021 Meeting Schedule

**Page 20**

i. DRAFT Resolution 20-XX Approving the 2021 Public Meeting Schedule **Page 21**

## **INFORMATIONAL MATERIALS**

- [A.](#) Memo 20-171 Appointment of Brenda Dolma to the Library Advisory Board **Page 25**
- [B.](#) LAB 2020 Calendar **Page 30**
- [C.](#) Boardmember Attendance at 2020 City Council Meetings **Page 31**

**COMMENTS OF THE AUDIENCE** (3 minute time limit)

**COMMENTS OF THE STAFF**

**COMMENTS OF THE COUNCILMEMBER** (if present)

**COMMENTS OF THE CHAIR**

**COMMENTS OF THE BOARD**

**ADJOURNMENT**

Next Regular Meeting is **TUESDAY, DECEMBER 1, 2020 at 5:30 P.M.** All meetings scheduled to be held via Zoom Webinar in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

Session 20-06, a Regular Meeting of the Library Advisory Board was called to order by Chair Marcia Kuszmaul at 5:37 p.m. on October 6, 2020 at the City Hall Conference Room located at 491 E. Pioneer Avenue, Homer, Alaska via Zoom webinar. One seat still remains vacant.

**PRESENT:** BOARDMEMBERS KUSZMAUL, SPRINGER, FAIR, FINN, VERNON (arrived at 5:40 p.m.)  
STUDENT REPRESENTATIVE RENNER

**ABSENT:** BOARDMEMBER PETERSON (excused)

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

### **APPROVAL OF THE AGENDA**

Chair Kuszmaul asked for a motion to approve the agenda.

FAIR/FINN 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. LAB September 1, 2020 Regular Meeting Minutes

Chair Kuszmaul asked for a motion to approve the minutes.

FAIR/SPRINGER MOVED TO APPROVE THE MINUTES FROM THE SEPTEMBER 1, 2020 MEETING.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

### **VISITORS/PRESENTATIONS**

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

- A. Library Director Report for September 30, 2020
- i. 2019 Statistical Report
  - ii. 2020 Statistical Report (laydown)

Library Director Berry provided his staff report, noting the following:

- Outdoor Wi-Fi antennae is up and operating; tracking shows that people are out in the parking lot using it.
- Overhaul on Library technology including being converted to radio frequency ID tagging, better search feature on webpage, and more laptops purchased for circulation.
- New employee Callista Faucher has been hired.
- Issue with main entrance door; isn't built to be opened/closed constantly so the mechanism is going out.
- Still open the same time slots but no longer requiring reservations; no issues so far.
- Library Book Sale was on September 12-13; went really well even with COVID mitigations.
- Speaker installation project in the lounge area by Friends of the Homer Library; will make it easy to plug in microphones during presentations/program events.
- Lots of things are up: circulation, attendance; going fine free has been working out well.
- Recap of how the library has been operating during COVID.

## **PUBLIC HEARING**

## **PENDING BUSINESS**

- A. Planned Giving Program
- i. DRAFT Library Donations Webpage
  - ii. Case Statement: Input from LAB members
  - iii. Case Statement: Advice from Other Sources

Chair Kuszmaul introduced the agenda item by reading of the title and deferred to Library Director Berry to begin discussion.

Mr. Berry provided background on the reasoning for coming up with a core statement. He explained how Library staff created a dedicated webpage on how people can support the library by either through joining the FHL, LAB, or volunteering. There will also be a new page for planned giving. He went over the feedback he received from boardmembers, included in the packet material, for their planned giving case statement. He noted that they need to figure out who our target audience is first to determine how to craft the statement.

Chair Kuszmaul opined that the library is an emblematic icon in the community and prompted what reasons a person may have to give to the library. She asked the board what they think are the primary motivations to planned give:

- The library seems to be a hub for culture, learning, etc., and draws various arts to it; that could be a topic to expand on.
- Having bookmarks with a short sentence or two, that can be put into books being checked out.

- Sense of power from making a donation; you can benefit your community and the future of those around you by donating to this institution; there's a sense of belonging that may be missing right now.
- Pose questions that appeal to their emotional side.
- Having the printing and Wi-Fi is nice, but going deeper to get kids interested in books.
- Showcasing the events that happen at the library.
- Lots of entrepreneurs use the library to start their small business in Homer.
- Appeal to the businesses just starting off and to families.
- Who is our target? Library patrons in general but another group are people who want to leave a legacy behind, and people who would more likely be a patron in a greater sense like FHL members and want to ensure the library sustains itself.
- Key target is where all those areas overlap: passionate library-users who want to leave a legacy.
- What's to make them want to give to the library? It has to leave an impact on their life.

Library Director Berry asked if he should pull these ideas together to design a variety of materials, and bring them back to the board to review. Boardmember Fair agreed, commenting that it's nice to have a starting point to work from. Discussion ensued on the value of the library.

There was discussion on the recognition phase of donating. Library Director Berry noted back in October 2019 the LAB drafted a recognition plan. He reviewed the various ideas they had come up with to recognize large donators:

- Listing their name in the newsletter or year-end summary
- Book plates
- Adding a plaque to the fish wall outside; may no longer be feasible since they don't have access to the creator of that wall and it may not be theirs to change since it was a donation
- Sponsoring an author: put an author on a watch list and every time that author publishes a book, the library can go ahead and buy the book and send that donator the bill
- Discounted photocopies
- Sponsor an author or artist to come and give a reading or event

Boardmember Finn questioned if there was something that is really important now, a need that's in the community, which would draw them to the library. Library Director Berry said that the library has wanted for years a sliding gate for the entrance hallway so that groups could use the meeting rooms outside of business hours. There was discussion on what the endowment funds would go towards, what would be considered a capital improvement project, and clarification on the needs.

Library Director Berry recapped the discussion, noting that he will take their ideas and come back to the next meeting with a variety of messages for them to choose from

## **NEW BUSINESS**

## **INFORMATIONAL MATERIALS**

- A. Friends of the Homer Library October Newsletter
- B. LAB 2020 Calendar

C. Boardmember Attendance at 2020 City Council Meetings

There was discussion on the informational materials. Boardmember Vernon agreed to give the next City Council report.

**COMMENTS OF THE AUDIENCE**

**COMMENTS OF THE CITY STAFF**

City Manager Dumouchel thanked the board for their volunteerism and that he hopes to attend a future meeting in person.

Library Director Berry spoke to the Giving Tree Program and asked if the structure of the program should be changed due to COVID-19. Chair Kuszmaul asked that it be on the November agenda.

Deputy City Clerk Tussey had no comments.

**COMMENTS OF THE COUNCILMEMBER**

**COMMENTS OF THE CHAIR**

Chair Kuszmaul voiced her appreciation for everyone's input and leadership for keeping things moving forward.

**COMMENTS OF THE BOARD**

Boardmember Finn commented to come vote tonight if you haven't already, and on the upcoming events related to the general election. She also noted that the COVID-19 testing site at the South Peninsula Hospital will be moving to a different location nearby.

Boardmembers Fair, Springer, and Student Representative Renner had no comments.

**ADJOURN**

There being no further business to come before the Board, the meeting adjourned at 6:43 p.m. A regular meeting is scheduled for Tuesday, November 3, 2020 at 5:30 p.m. All meetings scheduled to be held via Zoom webinar in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

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RACHEL TUSSEY, DEPUTY CITY CLERK

Approved: \_\_\_\_\_

## Director's Report, Homer Public Library

October 29, 2020

### General Notes

On Oct. 29, the City moved to Code Orange in its coronavirus response. For the library, this means shutting the doors to the public but continuing to provide all remote services, including outdoor wi-fi, circulating laptops, curbside checkout, Food for Kids and Teens, and all digital resources. This is in response to a surge in COVID-19 cases all across the nation.

Special Collections are up and running! This month marks the completion of the Rasmuson Foundation's generous grant, which funded significant expansions in the library's collection and the beautiful new display case in the fireplace lounge. The items in the special collections case are rare and/or valuable books, mostly related to Alaska history or culture. The grant also paid for circulating items in the arts and sciences (especially health), updating many titles in the DVD collection and the children's nonfiction, expanding the Great Courses, and acquiring materials in adult fiction.

The last episode of Alaska Elections 101 wrapped up on Oct. 22. Recordings of the events will be available on the library website through about Nov. 4, if not longer.

Director's Meetings in October 2020					
Library Advisory Board (LAB)	Friends of Homer Library (FHL)	Staff	City Council	Department Heads	Other
1	1	4	2	4	Numerous meetings with City staff, Kenai Peninsula Votes

### Staff Notes

Staff did a brief training in using the new chat reference box on the library website. Dave Berry, Kevin Co and Jackie McDonough also attended a webinar on dealing with problem patrons, which has been an increasing issue in the library as COVID fatigue wears on. Staff have run into more and more conflict regarding masks, window ventilation and opening hours, not to mention anxiety over rising COVID numbers.

### Facility

Fire alarms were tested on Oct. 28 and everything checks out.

**Library Advisory Board (LAB)**

LAB is moving forward with planned giving. At the meeting on Nov. 3 the main topic of discussion will be reaching out to prospective donors.

Brenda Dolma has joined the LAB as its newest member.

**Friends of the Homer Library (FHL)**

FHL has been busy, with several projects underway: reconfiguring the workspace in the library workroom, overhauling the FHL website, performing maintenance on the bookmobile, buying new materials for children’s programs, and a variety of other improvements to services.

Events in October 2020		
Date	Time	Event
10/8 and 10/22	10:30-11:30	Alaska Elections 101, sponsored by Kenai Peninsula Votes (online)
10/9	10:30-11:30	Author Reading: Michaela Goade (via Zoom)
Mondays, 10/12-11/2	4:00-5:00	HPL Digital Adventures: Skills for Kids (via Zoom)
Wednesdays, 10/14-11/4	10:00-10:30	Little Makers Club (via Zoom)
10/25	1:00-5:00	Second Sunday Shakespeare (online): <i>Macbeth</i>
10/30	11:00-12:00	Author reading: Carolyn Forche (via Zoom)

Upcoming Events in November 2020		
Date	Time	Event



### Upcoming Events in November 2020

11/2	4:00-5:00	HPL Digital Adventures: Skills for Kids (via Zoom)
11/4	10:00-10:30	Little Makers Club (via Zoom)
11/8	1:00-5:00	Second Sunday Shakespeare (online): <i>King Lear</i>
11/26-11/27	All day	Library closed for Thanksgiving

### Ongoing Events

Date	Time	Event
Thursdays	10:00-11:00	Storytime on KBBI with Claudia Haines
First Tuesday	6:30-8:00	SPARC Radio Club (via Zoom)
First Thursday	1:00-3:00	Literary Ladies (via Zoom)
Fourth Tuesday	4:30-6:30	FHL Book Club (via Zoom)

Homer Public Library Statistical Summary for 2019

Date: 30-Jan-20

CIRCULATION	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Y.T.D.
<b>Total # of Items</b>	14,807	14,004	14,720	13,453	13,083	13,478	15,511	13,884	14,535	14,904	13,882	13167	169,428
<b>INTERLIBRARY LOANS</b>													
Incoming (Borrowed)	19	8	20	15	8	9	21	23	18	21	19	15	196
Outgoing (Lent)	52	15	41	34	30	33	35	45	34	24	28	16	387
<b>STUDY ROOM USE</b>													
# of groups	207	232	234	246	237	203	211	224	244	315	247	194	2,794
# of people	422	467	416	501	452	322	332	396	457	630	456	339	5,190
<b>MEETING ROOM USE</b>													
# of groups	37	27	35	24	22	26	35	23	33	32	28	27	349
<b>ATTENDANCE</b>													
TOTAL (*Included)	9,827	8,782	9,536	10,675	11,269	11,139	13,361	11,569	11,402	12,127	10,078	8711	128,476
*Story Hour & Lapsit	404	270	319	240	300	233	279	230	302	334	208	188	3,307
*School Classes	56	23	54	59	72	0	0	0	107	54	113	5	543
Internet sessions	3,165	3,083	3,550	3,913	4,014	4,231	4,954	4,670	4,345	3,394	3,191	2569	45,079
*Programs	358	650	144	575	1242	837	1319	287	875	844	588	276	7,995
<b>OUTREACH</b>													
# Visits	11	10	6	10	8	7	4	5	9	6	7	10	93
# People	339	213	49	139	352	100	10	19	220	140	67	72	1,720
<b>NEW CARDS ISSUED</b>													
City	36	42	31	26	47	40	34	26	47	32	47	26	434
Borough	30	23	26	20	32	42	37	32	59	41	34	12	388
Temporary	0	1	4	0	5	8	1	2	0	2	2	1	26
Reciprocal	1	0	1	0	2	3	6	6	0	2	0	0	21
<b>VOLUNTEER HOURS</b>													
# of people	88	83	89	20	32	32	90	70	78	93	90	80	845
# of hours	219	231.5	240	173.5	146	200	364	202.25	234.5	277.25	233.75	165.25	2,687
<b>MATERIALS ADDED</b>													
Books	303	177	295	187	297	356	238	317	261	403	286	369	3,489
Audio	39	12	4	0	9	11	7	12	37	21	3	22	177
Video	44	65	65	72	70	74	51	89	67	83	80	95	855
Serials	0	0	1	1	1	18	2	2	0	0	0	0	25
Electronic Resources	0	1	0	0	0	2	0	0	0	0	0	0	3
<b>MATERIALS REMOVED</b>													
Books	178	91	210	14	373	112	302	313	316	264	355	235	2,763
Audio	7	0	1	0	0	1	5	12	28	1	0	0	55
Video	64	8	79	23	32	196	28	1	11	14	4	93	553
Serials	0	3	0	0	0	0	0	4	0	0	0	0	7
Electronic Resources	0	0	0	0	0	14	0	0	0	0	0	0	14
<b>REVENUES DEPOSITED</b>													
Fines/Fees/Copies	2480.27	2316.46	2791.18	1350.85	3248.50	2783.69	2542.32	2589.16	2761.35	3422.92	1489.50	2047.59	29,823.79
Building Fund (151-)													0.00
Library Gifts (803-)													0.00
Grants			500.00		12550.00			7000.00			300.00		20,350.00
<b>TOTALS</b>	<b>2,480.27</b>	<b>2,316.46</b>	<b>3,291.18</b>	<b>1,350.85</b>	<b>15,798.50</b>	<b>2,783.69</b>	<b>2,542.32</b>	<b>9,589.16</b>	<b>2,761.35</b>	<b>3,422.92</b>	<b>1,789.50</b>	<b>2,047.59</b>	<b>\$50,173.79</b>

Incomplete

NASA/CH

Rasmuson

PLAG

\*Oct. interne Google



## City of Homer

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Homer Public Library

500 Hazel Avenue  
Homer, AK 99603

[library@cityofhomer-ak.gov](mailto:library@cityofhomer-ak.gov)

(p) (907)-235-3180

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## Memorandum

TO: LIBRARY ADVISORY BOARD  
FROM: DAVID BERRY, LIBRARY DIRECTOR  
DATE: OCTOBER 28, 2020  
SUBJECT: PLANNED GIVING PROGRAM – CASE STATEMENT MATERIALS

At the October 6<sup>th</sup> regular meeting, the LAB requested I bring back some bookmark material ideas and a variety of messages for the Planned Giving case statement.

Attached are some rough bookmark designs and quotations about the value of libraries.

### RECOMMENDATION

For discussion.



**A house that has a  
library in it has a  
soul.**

**Plato**



**Mr. Morgan buys his partners; I grow my own.**  
*Andrew Carnegie*



**When I graduated from high school, it was during the  
Depression and we had no money. I couldn't go to college,  
so I went to the library three days a week for ten years.**

**Ray Bradbury**



A great library provides. It is enmeshed in the life of a community in a way that makes it indispensable. A great library is one nobody notices because it is always there, and always has what people need.

Vicki Myron



*A library outranks any other one thing a community can do to benefit its people. It is a never failing spring in the desert. —Andrew Carnegie*

A library in the middle of a community is a cross between an emergency exit, a life raft, and a festival. They are cathedrals of the mind, hospitals of the soul, theme parks of the imagination.

Caitlin Moran





## Help secure our future.

Homer Public Library Endowment Fund  
<https://www.homerfoundation.org/give-now>



## Your library is your community.

Homer Public Library Endowment Fund  
<https://www.homerfoundation.org/give-now>



## Create something.

Homer Public Library Endowment Fund  
<https://www.homerfoundation.org/give-now>

## Emotional Appeal

Mr. Morgan buys his partners; I grow my own.

--Andrew Carnegie

Reading is the key that opens doors to many good things in life. Reading shaped my dreams, and more reading helped me make my dreams come true.

--Ruth Bader Ginsburg

A house that has a library in it has a soul.

--Plato

When I got my library card, that was when my life began.

--Rita Mae Brown

Live in the serene peace of laboratories and libraries.

--Louis Pasteur

I have always imagined that Paradise will be a kind of library.

--Jorge Luis Borges

I ransack public libraries, and find them full of sunk treasure.

--Virginia Woolf

The very existence of libraries affords the best evidence that we may yet have hope for the future of man.

--T.S. Eliot

The death of a library, any library, suggests that the community has lost its soul.

--Kurt Vonnegut

A great library provides. It is enmeshed in the life of a community in a way that makes it indispensable. A great library is one nobody notices because it is always there, and always has what people need.

--Vicki Myron



## Practical Appeal

A library is more precious than a bank.

--Abhijit Naskar

Without libraries, what have we? We have no past and no future.

--Ray Bradbury

When I graduated from high school, it was during the Depression and we had no money. I couldn't go to college, so I went to the library three days a week for ten years.

--Ray Bradbury

I have found the most valuable thing in my wallet is my library card.

--Laura Bush

I'm not comfortable being preachy, but more people need to start spending as much time in the library as they do on the basketball court.

--Kareem Abdul-Jabbar

Whatever the cost of our libraries, the price is cheap compared to that of an ignorant nation.

--Walter Cronkite

Libraries will get you through times of no money better than money will get you through times of no libraries.

--Anne Herbert

## Community Value

A library in the middle of a community is a cross between an emergency exit, a life raft, and a festival. They are cathedrals of the mind; hospitals of the soul, theme parks of the imagination.

--Caitlin Moran

Bad libraries build collections, good libraries build services, great libraries build communities.

--R. David Lankes

A library outranks any other one thing a community can do to benefit its people. It is a never failing spring in the desert.

--Andrew Carnegie

Public libraries are the sole community centers left in America. The degree to which a branch of the local library is connected to the larger culture is a reflection of the degree to which the community itself is connected to the larger culture.

--Russell Banks

Perhaps no place in any community is so totally democratic as the town library. The only entrance requirement is interest.

--Lady Bird Johnson

There is not such a cradle of democracy upon the earth as the Free Public Library, this republic of letters, where neither rank, office, nor wealth receives the slightest consideration.

--Andrew Carnegie

If it is right that schools should be maintained by the whole community for the well-being of the whole, it is right also that libraries should be so maintained.

--Andrew Carnegie



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(p) (907)-235-3180

(f) (907)-235-3136

## Memorandum

TO: LIBRARY ADVISORY BOARD  
FROM: DAVID BERRY, LIBRARY DIRECTOR  
DATE: OCTOBER 28, 2020  
SUBJECT: LIBRARY GIVING TREE PROGRAM FOR DECEMBER 2020

---

At the last LAB meeting, there was some discussion about this year's Giving Tree, and whether we wanted to do it again this year.

After consulting with both the Friends and the staff, most people feel it would be gauche to ask for donations in a year like this. It's also a fairly major undertaking to put it all together.

As an alternative, staff suggested putting up a donation station which could accept donations to other charities, such as Haven House or the Food Pantry.

### RECOMMENDATION

For discussion.



# City of Homer

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Office of the City Clerk

491 East Pioneer Avenue  
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[clerk@cityofhomer-ak.gov](mailto:clerk@cityofhomer-ak.gov)

(p) 907-235-3130

(f) 907-235-3143

## Memorandum

TO: ADVISORY BODIES  
FROM: MELISSA JACOBSEN, MMC, CITY CLERK  
DATE: OCTOBER 21, 2020  
SUBJECT: MEETING SCHEDULE FOR 2021

---

Please review the draft resolution that establishes your meetings for 2021 and make any changes by way of motion.

Requests for meeting schedule changes will then go to City Council, who will be setting the 2021 meeting schedule for Council and Advisory Bodies via resolution no later than their December 14, 2020 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 20-0XX**

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA, ESTABLISHING THE 2021 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) COMPLIANCE COMMITTEE.

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 Standing Committee meetings; 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

42 WHEREAS, Council adopted Resolution 06-144 on October 9, 2006 establishing the  
 43 Regular Meeting site for all bodies to be the City Hall Cowles Council Chambers.  
 44

45 NOW, THEREFORE, BE IT RESOLVED by the Homer City Council, that the 2021 meeting  
 46 schedule is established for the City Council, Economic Development Advisory Commission,  
 47 Library Advisory Board, Parks Art Recreation and Culture Advisory Commission, Planning  
 48 Commission, Port and Harbor Advisory Commission, and the American with Disabilities Act  
 49 (ADA) Compliance Committee of the City of Homer, Alaska, as follows:  
 50

51 HOLIDAYS – City Offices closed:

January 1, New Year's Day, Friday	February 15, Presidents' Day, third Monday	March 29, Seward's Day, last Monday	May 31, Memorial Day, last Monday	July 4*, Independence Day, Monday	September 6, Labor Day, first Monday
October 18, Alaska Day, Monday	November 11, Veterans Day, Thursday	November 25 Thanksgiving Day, Thursday	November 26, Friday, the day after Thanksgiving	December 25, Christmas, Friday*	

52 \*If on a Sunday, the following Monday is observed as the legal holiday; if on a Saturday, the  
 53 preceding Friday is observed as the legal holiday pursuant to the City of Homer Personnel Rules  
 54 and Regulations.  
 55

56 CITY COUNCIL (CC)

January 11, 25	February 8, 22	March 8, 22	April 12, 26	May 10, 25*	June 14, 28
July 26**	August 9, 23	September 13, 27	October 5 Election	October 11, 25 Oath of Office October 11	Canvass Board October 8
November 2 Runoff Election	November 22**	December 13***	December 20*** if needed		

57 \*Tuesday meeting due to Memorial Day.

58 \*\*There will be no First Regular Meeting in July or November.

59 \*\*\* The City Council traditionally cancels the last regular meeting in December and holds the  
 60 first regular meeting and one to two Special Meetings as needed; the second Special Meeting  
 61 the third week of December will not be held.  
 62

63 City Council's Regular Committee of the Whole Meetings at 5:00 p.m. to no later than 5:50 p.m.  
 64 prior to every Regular Meeting which are held the second and fourth Monday of each month at  
 65 6:00 p.m. Council will not conduct a First Regular Meeting in July or November.

66

67 ECONOMIC DEVELOPMENT ADVISORY COMMISSION (EDC)

January 12	February 9	March 9	April 13	May 10	June 8
July 13	August 10	September 7	October 12	November 9	December 14

68

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

71

72 LIBRARY ADVISORY BOARD (LAB)

February 2	March 2	April 6	May 4	August 3
September 7	October 5	November 2	December 7	

73

74 Library Advisory Board Regular Meetings are held on the first Tuesday of the following months:  
 75 February, March, April, May, August, September, October, November, and December at 5:30  
 76 p.m.

77

78 PARKS ART RECREATION AND CULTURE ADVISORY COMMISSION (PARCAC)

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

79

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

82

83 PLANNING COMMISSION (PC)

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

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

86

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

89

90 PORT AND HARBOR ADVISORY COMMISSION (PHC)

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

91

92 Port and Harbor Advisory Commission Regular Meetings are held on the fourth Wednesday of  
93 the following months: January, February, March, April, September, October, and December at  
94 5:00 p.m.; and May, June, July, and August at 6:00 p.m.

95

96 AMERICANS WITH DISABILITIES ACT (ADA) COMPLIANCE COMMITTEE (ADA)

January 22	February 26	March 25	April 22	May 27	June 24
July 22	August 26	September 23	October 28	December 9	

97

98 The Americans with Disabilities Act (ADA) Compliance Committee are held on the second  
99 Thursday in the months of April, May, June, July, October, November, and may call additional  
100 meetings as needed.

101

102 PASSED AND ADOPTED by the Homer City Council this 14<sup>th</sup> day of December, 2020.

103

104

CITY OF HOMER

105

106

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\_\_\_\_\_  
KEN CASTNER, MAYOR

108

109

110 ATTEST:

111

112

113

\_\_\_\_\_  
MELISSA JACOBSEN, MMC, CITY CLERK

114

115

116 Fiscal Impact: Advertizing of meetings in regular weekly meeting ad and advertising of any  
117 additional meetings.





# City of Homer

[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

Office of the Mayor

491 East Pioneer Avenue  
Homer, Alaska 99603

[mayor@ci.homer.ak.us](mailto:mayor@ci.homer.ak.us)

(p) 907-235-3130

(f) 907-235-3143

## Memorandum 20-171

TO: HOMER CITY COUNCIL  
FROM: MAYOR CASTNER  
DATE: OCTOBER 21, 2020  
SUBJECT: APPOINTMENT OF BRENDA DOLMA TO THE LIBRARY ADVISORY BOARD

---

Brenda Dolma is appointed to the Library Advisory Board to fill the seat vacated by Connor Schmidt. The term expires April 1, 2023.

**Recommendation:** Confirm the appointment of Brenda Dolma to the Library Advisory Board.



## City of Homer

[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

## Office of the Mayor

491 East Pioneer Avenue  
Homer, Alaska 99603

[mayor@ci.homer.ak.us](mailto:mayor@ci.homer.ak.us)

(p) 907-235-3130

(f) 907-235-3143

October 27, 2020

Brenda Dolma  
4276 Shirley Court  
Homer, AK 99603

Dear Brenda,

Congratulations! City Council confirmed/approved your appointment to the Library Advisory Board during their Regular Meeting of October 26, 2020 via Memorandum 20-171. Your term will expire April 1, 2023.

Included is the 2020 Public Official Conflict of Interest Disclosure Statement. Please complete this form and return it to the City Clerk's Office at your earliest convenience. The Public Official Conflict of Interest Disclosure Statement is a public document that may be requested by a member of the public. In the event it is requested, you will be notified of the requestor's name.

Also included is the LAB's Orientation Packet and a copy of the Code of Ethics as outlined in Homer City Code 1.18. This information provides important guidelines for your role as a boardmember.

Thank you for your willingness to serve the City of Homer on the Library Advisory Board. There certainly are exciting times ahead!

Cordially,

Ken Castner, Mayor

Enclosed: Memorandum 20-171  
Certificate of Appointment  
2020 Public Official Conflict of Interest Disclosure Statement  
LAB Orientation Packet  
HCC 1.18 Code of Ethics

Cc: Library Advisory Board

# City of Homer

Homer, Alaska

## Mayor's Certificate of Appointment

Greetings

Be It Known That

*Brenda Dolma*

Has been appointed to

serve as

**“Boardmember”**

on the

**“Library Advisory Board”**

*This appointment is made because of your dedication to the cause of good government, your contributions to your community and your willingness to serve your fellow man.*

*In Witness whereof I hereunto set my hand  
this 27<sup>th</sup> day of October 2020.*



Ken Castner, Mayor

Attest:



Melissa Jacobsen, MMC, City Clerk





**CITY OF HOMER  
APPLICATION TO SERVE ON ADVISORY BODY  
COMMISSION, BOARD, COMMITTEE, TASK FORCE**

Received  
City Clerk's Office  
OCT 13 2020  
City of Homer  
Alaska

CITY CLERK  
CITY OF HOMER  
491 E. PIONEER  
HOMER, AK 99603  
PH. 907-235-3141  
FAX 907-235-3142  
clerk@cityofhomer-ak.g

The information below provides some basic background for the Mayor and Council  
This information is public and will be included in the Council Information packet

Name: Brenda Dolma Date: 10/10/20

Physical Address: 4276 Shirley Ct Homer, Alaska 99603

Mailing Address: 4276 Shirley Ct Homer, Alaska 99603

Phone #: 907 235 6517 Cell #: N/A Work #: N/A

Email Address: dolma@ptialaska.net

The above information will be published in the City Directory and within the city web pages if you are appointed by the Mayor and your appointment is confirmed by the City Council

Please indicate the advisory body that you are interested in serving on by marking with an X.  
You may select more than one.

**ADVISORY PLANNING COMMISSION**  
1ST & 3RD WEDNESDAY OF THE MONTH AT 6:30 PM  
WORKSESSION PRIOR TO EACH MEETING AT 5:30 PM

**ECONOMIC DEVELOPMENT ADVISORY COMMISSION**  
2ND TUESDAY OF THE MONTH AT 6:00 PM

**PARKS ART RECREATION & CULTURE ADVISORY COMMISSION**  
3RD THURSDAY OF THE MONTH AT 5:30 PM  
NO MEETINGS IN JANUARY, JULY & DECEMBER

**CITY COUNCIL**  
2ND & 4TH MONDAY OF THE MONTH  
SPECIAL MEETINGS & WORKSESSIONS AT 4:00 PM  
COMMITTEE OF THE WHOLE AT 5:00 PM  
REGULAR MEETING AT 6:00 PM

**PORT & HARBOR ADVISORY COMMISSION**  
4th WEDNESDAY OF THE MONTH  
OCT-APRIL AT 5:00 PM  
MAY - SEPT AT 6:00 PM

**LIBRARY ADVISORY BOARD**  
1ST TUESDAY OF THE MONTH AT 5:30 PM  
NO MEETINGS IN JANUARY, JUNE AND JULY

**OTHER - PLEASE INDICATE**



I have been a resident of the city for 35 years. I have been a resident of the area for 39 years.

I am presently employed at retirement

Please list any special training, education or background you may have which is related to your choice of advisory body.

Retired middle school educator

Have you ever served on a similar advisory body? If so please list when, where and how long:

Why are you interested in serving on the selected advisory body?

Our library is an essential support system for the community of Homer

Please list any current memberships or organizations you belong to related to your selection(s):

I participate montly in the Homer Public Library Book Club

Please answer the following only if you are applying for the Advisory Planning Commission:  
Have you ever developed real property other than a personal residence, if so briefly explain:

Please answer if your are applying for the Port & Harbor Advisory Commission:

Do you use the Homer Port and/or Harbor on a regular basis?

Yes  No  What is your primary use? Commercial  Recreational

Please include any additional information that may assist the Mayor in his/her decision making:

When you have completed the application please  and return to the City Clerk's Office. You may also email this to [clerk@cityofhomer-ak.gov](mailto:clerk@cityofhomer-ak.gov) or fax  907-235-3143. Thank you for applying!

**LIBRARY ADVISORY BOARD  
2020 Meeting Calendar**

MEETING	AGENDA DEADLINE	ANNUAL TOPICS/EVENTS	
<b>JANUARY</b>	No Meeting		
<b>FEBRUARY</b>	5:30 pm Tuesday, February 4	5:00 pm Wednesday, January 29	<ul style="list-style-type: none"> <li>• Annual Review of Library Fees, Policies, Rules &amp; Regs (Bylaws V.2)</li> <li>• Big Read</li> </ul>
<b>MARCH</b>	5:30 pm Tuesday, March 3	5:00 pm Wednesday, February 26	
<b>APRIL</b>	5:30 pm Tuesday, April 7	5:00 pm Wednesday, April 1	<ul style="list-style-type: none"> <li>• Election of LAB Officers (Bylaws IV.1)</li> <li>• National Library Week</li> <li>• National Library Workers Day</li> <li>• Celebration of Lifelong Learning</li> </ul>
<b>MAY</b>	5:30 pm Tuesday, May 5	5:00 pm Wednesday, April 29	<ul style="list-style-type: none"> <li>• End of Student Representative Term (Bylaws III.2)</li> <li>• Midyear Review of Annual LAB Priorities</li> <li>• National Library Legislative Day</li> </ul>
<b>JUNE</b>	No meeting		
<b>JULY</b>	No meeting		
<b>AUGUST</b>	5:30 pm Tuesday, August 4	5:00 pm Wednesday, July 29	<ul style="list-style-type: none"> <li>• Budget Meeting (Bylaws V.3) *may not be applicable during non-budget years</li> </ul>
<b>SEPTEMBER</b>	5:30 pm Tuesday, September 1	5:00 pm Wednesday, August 26	<ul style="list-style-type: none"> <li>• Budget Meeting (Bylaws V.3) *may not be applicable during non-budget years</li> <li>• Beginning of Student Representative Term (Bylaws III.2)</li> <li>• Library Card Sign-up Month</li> </ul>
<b>OCTOBER</b>	5:30 pm Tuesday, October 6	5:00 pm Wednesday, September 25	<ul style="list-style-type: none"> <li>• National Friends of Libraries Week</li> </ul>
<b>NOVEMBER</b>	5:30 pm Tuesday, November 3	5:00 pm Wednesday, October 28	
<b>DECEMBER</b>	5:30 pm Tuesday, December 1	5:00 pm Wednesday, November 25	<ul style="list-style-type: none"> <li>• Approve Annual LAB Priorities</li> </ul>

**2020 HOMER CITY COUNCIL MEETINGS  
ADVISORY COMMISSION/ BOARD ATTENDANCE**

Commissions are invited to report to the City Council at the Council’s regular meetings under Item 8 – Announcements/Presentations/Borough Report/Commission Reports. This is the Commission’s opportunity to give Council a brief update on their work. Generally the Commissioner who will be reporting will attend one of the two meetings for the month they are scheduled to attend.

The 2020 meeting dates for City Council is as follows:

January 13, 27	Kuszmaul
February 10, 24	Finn
March 9, 23*	Peterson
April 13, 27	Kuszmaul
May 11, 26*	
June 8, 22	
July 27**	Kuszmaul
August 10, 24	Finn
September 14, 28	
October 12, 26	
November 23**	
December 14, 21****	

City Council’s Regular Committee of the Whole Meeting at 5:00 pm to no later than 5:50 pm prior to every Regular Meeting which are held the second and fourth Monday of each month at 6:00 pm.

\*Tuesday meeting due to Memorial Day/Seward’s Day.

\*\* There will be no first regular meeting in July or November.

\*\*\*Council traditionally reschedules regular meetings that fall on holidays or high school graduation days, for the following Tuesday.

\*\*\*\*Council traditionally cancels the last regular meeting in December and holds the first regular meeting and one to two special meetings as needed. Generally the second special meeting the third week of December will not be held.