



# Petersburg Borough

12 South Nordic Drive  
Petersburg, AK 99833

## Meeting Agenda Library Advisory Board Regular Meeting

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Tuesday, April 22, 2025

12:00 PM

Ruth Sandvik Conference Room

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This meeting is open to the public and will be recorded. This will be a hybrid meeting, held both in person in the Ruth Sandvik Conference Room and via Zoom.

<https://www.petersburgak.gov/bc-libraryboard>

**1. Call to Order / Roll Call**

**2. Approval of Minutes**

- A. February 25, 2025 minutes:** The minutes from the Feb 25, 2025 Library Board Regular Meeting are presented for review and approval.

**3. Amendment and Approval of Meeting Agenda**

**4. Persons to be Heard Related / Unrelated to Agenda**

**5. Staff Reports**

- A. Director's Report:** A report from Tara Alcock, Library Director

- B. Program Coordinator's Report:** A report from Kari Petersen, Program Coordinator

**6. Unfinished Business**

- A. Proposal to Display Photo of Ruth Sandvik in the Sandvik Room:** At the request of community member Joe Sebastian, the Library Board is asked to consider the display of a photograph of Ruth Sandvik in the Sandvik Room.

The proposal was introduced at the previous Board meeting; however, no vote was taken. A motion was made and approved to move the agenda item to the next meeting for further discussion and possible action.

Included in this packet is a copy of the Library's Donation Policy to assist in evaluating the request within the framework of existing guidelines for gifts and memorials.

- B. FY2026 General Fund Budget Request:**

In March, the Borough Manager requested reductions to the FY26 Library budget. The revised budget proposal, attached here, includes a voluntary reduction in the Program Coordinator position from 40 to 32 hours per week. In addition, we anticipate the loss of the \$10,000 IMLS Basic Grant.

To support seasonal facility needs, a request of \$20,000 has been submitted to the Marine Passenger Fee Fund to cover janitorial services, carpet cleaning, and supplies from May through September.

Expected service impacts from these reductions include a permanent 4:00 p.m. closure on Mondays and a 27% reduction in the library's collection development budget.

## 7. New Business

### A. Meeting Room Policy Updates:

The proposed revision of the Meeting Room Policy is intended to improve clarity, accessibility, and usability for the public. The updated policy has been reorganized into a more straightforward format to better guide users through the process of booking library meeting rooms.

This revision also clarifies that the policy applies specifically to public use of the meeting rooms and does not govern internal or library-sponsored use of the space.

For reference, the American Library Association's *Meeting Rooms: An Interpretation of the Library Bill of Rights* has been included to support the review process and ensure the revised policy aligns with national standards for equitable public access.

- B. Art Education Endowment Funding Requests:** The following programs are presented for consideration for funding through the **Art Education Endowment**. Each proposed program supports the Fund's goal of expanding access to high-quality arts education in the community.

These offerings include youth and adult workshops in writing, visual arts, and traditional crafts, with a focus on accessibility—particularly for seniors and students.

The **Art Education Endowment Fund Guidelines** are included for review as part of the approval process.

**Rainforest Writers Manuscript Workshop** (13 weeks): \$700

**Rainforest Writers Generative Writing Workshops** (June–October): \$500

**Summer Youth Programming** (4 classes, 2 hours each – Nature Journaling, Acrylic Painting, Printmaking, Photography): \$1,300

**Beading Workshops with Mary Ann Rainey** (2 sessions, free for seniors 60+): \$720

**Art Classes with Lisa Schramek-Adams** (free for seniors and students): \$800

**8. Discussion Items**

- A. Friends of the Library Updates:** Barb Fish will provide updates on the April 5 book sale.
- B. Next Meeting:** Tentatively scheduled for May 27 at noon if there is business to discuss.

**9. Adjourn**