



# Petersburg Borough

12 South Nordic Drive  
Petersburg, AK 99833

## Meeting Minutes 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.

The minutes from the Feb 25, 2025 Library Board Regular Meeting were unanimously approved as presented.

### 3. Amendment and Approval of Meeting Agenda

The meeting agenda was approved as presented.

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

No visitors were present.

### 5. Staff Reports

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

Library Director Alcock read the Director's Report into the record.

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

Library Director Alcock read the Program Coordinator's Report into the record.

### 6. Unfinished Business

- A. Proposal to Display Photo of Ruth Sandvik in the Sandvik Room:** The Board discussed a request from Joe Sebastian to display a photograph of Ruth Sandvik in

the Sandvik Room. The proposal was considered within the framework of the library's Donation Policy.

Following deliberation, the Board voted 0-6 **not to approve** the request. The Library Director was instructed to inform Mr. Sebastian that, in accordance with library policy, any request to for acknowledgement in a named space must originate from the original donor. In this case, the request must come from Mark Sandvik, who donated for the naming of the room. Members affirmed that all naming and display decisions must comply with established procedures.

## **B. FY2026 General Fund Budget Request**

Following the Borough Manager's request for reductions to the FY26 Library budget, the revised proposal—reviewed at our recent meeting—includes a voluntary reduction in the Program Coordinator position from 40 to 32 hours per week. We also anticipate the loss of the \$10,000 IMLS Basic Grant, which has historically supported our collection development.

To address seasonal facility needs, a separate request for \$20,000 has been submitted to the Marine Passenger Fee Fund to support janitorial services, carpet cleaning, and supplies during the busy summer months (May through September).

### **Anticipated Service Impacts:**

Permanent 4:00 p.m. closure on Mondays

27% reduction in the library's collection development budget

## **7. New Business**

- A. Meeting Room Policy Updates:** The Board reviewed the proposed revision of the Meeting Room Policy, which is intended to improve clarity, accessibility, and usability for the public. The updated policy has been reorganized into a clearer format to help patrons navigate the process of reserving library meeting rooms more easily.

The revision also explicitly states that the policy applies solely to *public use* of the meeting rooms. Use by library staff or for library-sponsored programs is governed separately.

Although the American Library Association's *Meeting Rooms: An Interpretation of the Library Bill of Rights* was not available as planned, the policy revision was guided by the core values of equitable access and intellectual freedom outlined in the Library Bill of Rights. These principles remain central to the library's approach to providing fair and inclusive public services. The Board voted 6-0 **in favor** of the updated policy,.

- B. Art Education Endowment Funding Requests:** The Board reviewed the proposed programs for funding through the Art Education Endowment, all of which align with the

Fund's goal of expanding access to high-quality arts education in the community. Special attention was given to ensuring that these offerings remain accessible, particularly for seniors and students.

**Fund Overview:**

**Current spendable balance** of the Fund: \$19,800

**Total funding requests:** \$3,220

**Remaining spendable amount** after funding these requests: \$16,580

**Programs Considered for Funding:**

**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

The **Art Education Endowment Fund Guidelines** were reviewed to ensure alignment with the Fund's objectives.

Following the review, the Board voted **6-0 in favor** of approving the funding requests.

## **8. Discussion Items**

- A. Friends of the Library Updates:** Barb Fish will provide updates on the April 5 book sale.

Board Member Fish reported on the success of the April Book Sale, which raised a total of **\$704** through the sale of silent auction items and used books & DVDs. This fundraising effort was well-received by the community and contributed to supporting library programs and services.

- B. Next Meeting:** Tentatively scheduled for May 27 at noon if there is business to discuss.

## **9. Adjourn**