



Petersburg Borough

12 South Nordic Drive
Petersburg, AK 99833

Meeting Minutes Library Board Regular Meeting

Wednesday, February 23, 2022

12:00 PM

Helmi Jensen Community Room
& Zoom

1. Call to Order / Roll Call

2. Approval of Minutes

EnterTextHere

A. Minutes of previous meeting were presented for approval.

The minutes were approved as presented.

3. Amendment and Approval of Meeting Agenda

The agenda approved as presented.

4. Persons to be Heard Related / Unrelated to Agenda

None

5. Director's Report

A. February Library Closure: Half of the collection was inventoried (about 20,000 items), and the catalog updated. The next half of the collection will be inventoried in early 2023. Staff were also certified in CPR.

Build a Better World Winter Reading Challenge: Sixty-nine people participated, reading a total of 58,675 minutes. Eighteen challenges were completed that included doing something for a non-profit, neighbor, the environment, or a self-care activity. Karen Dillman & Hahnah Hofstetter were the winners. Both winners wanted to split the winnings between 2 organizations so \$250 to each organization, they chose: Five Finger Lighthouse Society, Petersburg Rotary Club, Humanity In Progress, Petersburg Humane Association. Thank you to the Friends for making this program possible!

Alaska Library Association Conference: The conference is online this year and will be held in late Feb. The Library Director will attend some sessions.

6. Unfinished Business

None

7. New Business

- A. Art Education Endowment Funding Request:** An amount not to exceed \$1000 is requested for an art class with Pia Reilly that is schedule for April. Funds will be used for supplies and instructor fees. The fund guidelines are attached.

It was clarified that this would be an intensive watercolor workshop. The board discussed keeping the price reasonable for participants, given the amount of spendable funds available. Members unanimously approved releasing and amount not to exceed \$1,000 for the workshop.

- B. FY23 General Fund Budget:** There is an increase of \$17,897 over FY22 due to wages/benefits. Operating Supplies have been reduced by \$1500 and utilities has been increased by \$1500.

Board Member Fish noted that there was a error calculating both advertising and travel/training in the spreadsheet. The budget was passed unanimously,

- C.** An amendment to the library's meeting room policy is proposed. This will allow staff to cancel a room booking in the event the person booking the room does not show up. The reservation would be canceled 30 minutes after the reservation was scheduled. This will make the room available for other patrons to use.

The revised Meeting Room Policy was approved as presented.

- D. Collection Development Policy:** The Alaska State Library is requiring all public libraries update their Collection Development Policy prior to submitting an FY23 Public Library Assistance Grant application. The application is due April 1. The current Material Selection Policy and an updated Collection Development policy are attached.

The revised Collection Development Policy was approved as presented.

8. Discussion Items

A. Friends of the Library Updates

The next book sale is scheduled for Saturday March 5. The April sale will kick off National Library Week and include formal recognition of the naming of the Helmi Jensen Community Room.

- B. Next Meeting:** Tentatively scheduled for Wednesday March 30 at noon.

9. Adjourn