



# Petersburg Borough

12 South Nordic Drive  
Petersburg, AK 99833

## Meeting Minutes Library Advisory Board Regular Meeting

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Monday, May 18, 2026

12:00 PM

Ruth Sandvik Conference Room

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This meeting was held in person in the library's Ruth Sandvik Conference Room.

### 1. Call to Order / Roll Call

### 2. Approval of Minutes

#### A. Feb 24, 2026 Meeting Minutes

The minutes from the Feb 24, 2026 meeting were approved as presented.

### 3. Amendment and Approval of Meeting Agenda

Item 7c was updated to note that Mary Ellen Anderson's board term was expiring in October 2026.

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

There were no guests at the meeting.

### 5. Director's Report

#### A. Director's Report (p.9)

A report on library staff activities from Tara Alcock, Library Director.

The Director read the report for the record.

### 6. Unfinished Business

#### A. Honorific Recognition Policy

Discussion of the Honorific Recognition Policy was previously tabled at the February meeting pending consultation with the Friends of the Library regarding their role in the policy and any involvement in hosting related events. The Library Director spoke with the Chair of the Friends, Sue Paulsen, and it was determined that, since plans to honor two individuals are already in progress, further discussion will be deferred until the fall. The Board may also wish to consider whether to reconfirm and update the current Memorandum of Agreement (MOA) between the Friends of the Library and the Library as part of this process.

Discussion of the policy was deferred until fall. The Board may also consider updates to the Memorandum of Agreement between the Friends of the Library and the Library during future discussions.

## **B. FY27 Budget Update**

The Library budget was submitted to the Borough Manager, and a budget work session was held on April 29. An amended budget was later submitted to reflect increases in personnel and benefit costs. The budget will receive three readings before the Assembly, with the first reading scheduled for May 18. Final approval is typically expected during the first or second week of June. To date, no questions or concerns have been raised regarding the Library budget.

## **7. New Business**

### **A. Request to Place a U.S. Flag Retirement Collection Box**

Tracy Vinson of the American Legion requested permission to place a retired U.S. flag collection box at the library. After extensive discussion, the Board declined the request.

Board members expressed several concerns, including the lack of an existing policy governing collection containers from outside organizations, limited space within the library, staff capacity, and the need for monitoring and oversight of the box. Additional concerns included staff training regarding proper flag handling, the potential for inappropriate items being placed in the container, the library's limited operating hours compared to other public facilities, and whether the request aligned with the library's core mission. The Board also noted that other locations, including the police station, post office, courthouse, and U.S. Forest Service office, may be more appropriate sites for such a collection box due to greater accessibility and security. The Board directed the Library Director to develop a policy regarding collection boxes from outside organizations for future consideration.

### **B. Adoption of Patron Statement of Concern Form (Materials, Displays & Exhibits)**

The Board approved the revised Patron Statement of Concern Form, which standardizes the process for concerns related to library materials, displays, and exhibits. A motion was made to approve the form as presented and was seconded by another Board member. The revised form establishes a consistent, viewpoint-neutral process and clarifies that concerns will first be reviewed by the Library Director, with referral to the Board when appropriate. The form also includes clear options for requested action, including no action or sharing concern only, relocation, removal, or other requested remedies.

### **C. October 2026 Municipal Election**

Marilyn Menish-Meucci, Mary Ellen Anderson and Lizzie Thompson's terms are ending in October. The Library Director will contact board members as the election approaches regarding filing for re-election. It was also noted that the positions are open to the public and any eligible community member may run for the open seats.

## 8. Discussion Items

### A. Friends of the Library Updates

The Friends of the Library reported that the April 11 book sale was very successful, raising more than \$1,000. Donations of Alaska books from Karen Hofstad generated significant community interest, and all silent auction items were sold. The Friends also reported that the 25th anniversary and retirement celebration honoring Chris Weiss and Don Nelson was very successful and was coordinated by Sue Paulsen. The next book sale is tentatively scheduled for the first Saturday in October, October 3.

### B. Letter to the Editor – Book Storage and Disposal Concerns

The Board discussed a recent letter to the editor from a community member expressing concerns about the storage and disposal of unsold Friends of the Library books. After discussion, the Board concluded that no changes to current practices were warranted. Board members noted that the book sale and disposal process is part of a Friends of the Library program and is not under the direct jurisdiction of the Library Board. It was also clarified that books are only disposed of after being available for extended periods without public interest and are not removed for political or ideological reasons. The Friends of the Library may choose to respond independently if they wish.

### C. Gratitudes

The Library Board would like to extend its sincere gratitude to the individuals and organizations whose generosity, advocacy, and support continue to strengthen our programs and services. Their contributions make a meaningful difference in enriching opportunities for our community.

**Kris Norosz** – Thank you for your continued generosity in supporting youth afterschool programs and enriching opportunities for our community's young people.

**Rocio Tejera, First Bank** – Thank you for your many years of funding advocacy for the library's summer reading programs.

**Federal Home Loan Bank of Des Moines** – Thank you for your investment in the library's 2026 Summer Reading Program and supporting projects that strengthen and uplift our community.

**Karen Hofstad** – Thank you for your ongoing support and commitment to the library and its mission.

**Sue Paulsen** - For her efforts coordinating the wonderful 25th anniversary celebration

### D. Next Meeting

The next Library Board Meeting will be held this fall, date TBD. Have a great summer!

## 9. Adjourn

The meeting was adjourned at 1:02pm