



Petersburg Borough

12 South Nordic Drive
Petersburg, AK 99833

Meeting Agenda Library Advisory Board Regular Meeting

Tuesday, February 24, 2026

12:00 PM

Ruth Sandvik Conference Room

This meeting will be held in person in the Ruth Sandvik Conference Room and on Zoom.

Join Zoom Meeting

<https://us06web.zoom.us/j/86946722757?pwd=OHteJ7tKmtKbNYaHb6L7B3PDK9zkBb.1>

Meeting ID: 869 4672 2757

Passcode: 111880

1. Call to Order / Roll Call

2. Approval of Minutes

- A. 12.16.2025 Meeting Minutes (p.5):** The minutes from the last meeting are presented for review and approval.

3. Amendment and Approval of Meeting Agenda

4. Persons to be Heard Related / Unrelated to Agenda

5. Director's Report

- A. Director's Report (p.8):** A report on library staff activities from Tara Alcock, Library Director.

6. Unfinished Business

A. Honorific Recognition Policy (p.10):

Background:

The Library Director presents the proposed **Honorific Recognition Policy** to clarify how the library may acknowledge individuals, families, or organizations for significant service, legacy, or community impact. The policy is intended to supplement the Library's existing **Gift Acceptance Policy** and **Donor Recognition Policy** and applies only to recognition not tied to monetary donations. The Gift Acceptance Policy and Donor Recognition Policy are included in the packet for reference.

The policy presented:

- Remains flexible, allowing case-by-case consideration without formal nominations or public expectations.
- Is offered without naming rights to avoid permanence and equity concerns.
- Honorific recognition is separate from donor recognition and not tied to fundraising.
- Approval does not obligate the Board, staff, or Friends group to host events.
- The Board retains authority to approve, modify, or discontinue recognition as needed.

Suggested Motion: *I move to adopt the Honorific Recognition Policy as presented.*

7. New Business

A. **FY27 Library General Fund Budget Proposal (p.13):**

The proposed library budget increases from \$552,738 to \$592,335, an increase of \$39,597, driven primarily by higher personnel and benefit costs related to internal position shifts.

Supplies decrease slightly due to a lower allocation for library materials compared to the current year, while funding for operating supplies, periodicals, and equipment remains adequate to support daily operations.

Services and charges remain largely flat, with small increases in professional services, communications, and utilities offset by reduced repair and maintenance costs.

Library is also requesting \$20,000 from the Marine Passenger Fund to support cleaning services and supplies needed during the cruise ship season.

Overall, the FY27 proposal maintains consistent Library service levels while accounting for required staffing cost increases.

Suggested Motion: *I move to approve the FY27 Library budget as presented.*

The next step in the process is for the Library Director to present the FY27 budget proposal, including the Marine Passenger Fund request, to the Borough Manager for review and consideration as part of the overall municipal budget development.

B. **Annual Library Endowment Funds Report (p.14):** Board members have been provided with the annual report summarizing the Petersburg Library's endowment funds, which are held and managed through the Alaska Community Foundation. The attached table includes the current balances and spendable amounts for both the Library Endowment Fund and the Art Education Endowment Fund as of January 29, 2026. The Board is asked to review and accept the annual endowment report as presented.

Suggested Motion: *I move to accept the 2026 Library Endowment Report as presented.*

C. Consideration of Art Education Endowment (AEE) Funding Requests (p.15):

Board members have been provided with the **AEE Funding Request Guidelines** and a spreadsheet outlining three proposed projects totaling **\$5,600**. **\$25,641** is the spendable amount currently available. Members are asked to review the requests for eligibility and consistency with the AEE guidelines.

The Board is asked to consider approving the recommended AEE funding requests as presented.

Suggested Motion: *I move to approve the recommended AEE funding requests, totaling \$5,600, as presented.*

D. Petersburg Public Library Art Education Endowment Donations (p.19):

John J. McCabe has made donations to the Petersburg Library Art Education Endowment in the following amounts:

12/23/2025 — \$12,000

1/20/2026 — \$12,000

A letter acknowledging these contributions is attached. The Board is asked to review and vote on the letter, authorizing the Library Board Chair to sign on behalf of the Board.

Suggested Motion: *I move to approve the acknowledgment letter for John J. McCabe's donations to the Art Education Endowment and authorize the Library Board Chair to sign.*

E. Library Displays & Exhibits Policy (p.21):

The Library Director has presented a proposed **Library Displays & Exhibits Policy** for Board review and approval. This policy establishes equitable, viewpoint-neutral guidelines for the use of library-controlled display and exhibit spaces, consistent with the Library's mission, intellectual freedom principles, and the American Library Association's Library Bill of Rights.

The policy clarifies priorities for library-initiated displays, outlines procedures for community displays when space permits, and provides standards for enforcement, safety, and reconsideration of concerns. It also includes guidance for Library-hosted art exhibits and related sales procedures.

This policy is informed by the American Library Association's Library Bill of Rights and the Interpretation "Exhibits, Displays, and Bulletin Boards," which recommend that

libraries applying exhibit/display space policies do so in a content-neutral and equitable manner consistent with intellectual freedom principles.

The Board is asked to review and consider adoption of the Library Displays & Exhibits Policy as presented.

Suggested Motion: *I move to adopt the Library Displays & Exhibits Policy as presented.*

8. Discussion Items

A. Friends of the Library Updates: The Friends book sale is scheduled for Saturday April 11.

B. Community Center Membership for Library Board Members (p.26): Library Board members are eligible for **free individual Community Center membership** during their term through the Borough Elected Official Wellness Program. Details are outlined in the attached letter from the Parks & Recreation Director.

C. Gratitudes: Library staff and the Board are deeply grateful for the ongoing support of our volunteers, local instructors, community partners, and residents. Their time, generosity, and participation make it possible for the Library to provide a high level of service and programming to our community.

Cindy Rogers, for her dedicated work as our Wednesday volunteer.

Polly Lee, for her many years of dedicated support and deep connection to the Library.

Liz Bacom and **Wendy Westre**, for sharing their quilting skills and time with our community.

Brandi Heppe, for leading *Baby Raven Reads* story time.

9. Adjourn



Petersburg Borough

12 South Nordic Drive
Petersburg, AK 99833

Meeting Minutes Library Advisory Board Regular Meeting

Tuesday, December 16, 2025

12:00 PM

Ruth Sandvik Conference Room

This is a hybrid meeting that was held in person in the Ruth Sandvik Conference Room and on Zoom.

1. Call to Order / Roll Call

Meeting called to order at 12:00 PM by Vice Chair Debra O'Gara.

2. Approval of Minutes

3. Amendment and Approval of Meeting Agenda

4. Persons to be Heard Related / Unrelated to Agenda

No public comment.

5. Director's Report

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

Highlights:

Staffing: Chris is retiring in April 2026 (≈37 years); Beth fully transitioning into her role and into Tech Lead.

Programs: After-School LEGO, yoga, Rainforest Writers, Petersburg Science Series, and popular art classes with Ashley Lohr.

Communications: Social media expanded by Barb; new Instagram account "Petersburg Public Library AK"; more activity on Facebook.

Online Art Auction: 7 Beth Flor pieces sold; \$1,455 raised (about \$70 in fees); platform worked well.

Inventory Closure: Scheduled February 9–12, 2026 for inventory and projects.

Professional Development: Beth and Barb to the Alaska Library Association Conference in Sitka in March;

Tara out of office January 8–30, 2026.

6. Unfinished Business

None.

7. New Business

A. FY2027 Budget Calendar:

Main change expected in personnel (retirement, new hire, internal shifts); benefits/insurance may prevent cost decrease. Draft budget to Board in February or March 2026.

ACTION: Information only.

B. 2025 Petersburg Public Library Art Education Endowment (AEE) Activities Report:

Report reviewed. Board discussed using AEE to better compensate instructors while keeping fees low.

ACTION: Report received.

C. Consideration of Petersburg Public Library Art Education Endowment (AEE) Funding Requests:

Board members were provided with the AEE Funding Request Guidelines and a spreadsheet detailing three proposed projects totaling \$4,000. Board members are asked to review these requests for eligibility under the AEE guidelines

MOTION: Approve allocation of \$4,000 from the Petersburg Public Library Art Education Endowment to fund the three proposed initiatives as presented.

ACTION: Passed unanimously.

D. Consideration of Gift Acceptance Policy:

In 2015, the Library Board adopted the *Acceptance of Non-Library Items and Collections Policy* in response to a high volume of offers to donate art and historical materials for the new facility. It is now proposed that this policy be expanded to encompass all gifts that the library accepts.

MOTION: Adopt the proposed **Gift Acceptance Policy** (replacing the 2015 Acceptance of Non- Library Items and Collections Policy and covering all donations; library retains discretion over use/display and does not appraise non- cash gifts).

ACTION: Passed unanimously.

E. Review and Revision of Donor Recognition Policy:

The Board was asked to consider revisions to the Library’s Donor Recognition Policy, originally established during the capital campaign for the new library building, and to determine the Board’s position on physical space recognition and honorific naming.

Key decisions:

Physical space naming: Board agreed to end routine naming of additional physical spaces now that the capital campaign is over and most spaces are named. Future capital projects could have their own campaign- specific naming policies.

Honorific naming: Board agreed this is complex and should be handled in a separate policy at a later date.

MOTION: Approve the revised Donor Recognition Policy as presented, with subsection 3.B (honorific recognition) removed.

ACTION: Passed unanimously.

Tara will return with a stand- alone honorific recognition item in a future meeting.

8. Discussion Items

A. Association of Tribal Archives, Libraries, and Museums (ATALM) Conference

Report: Board Member O’Gara reported on attending the Association of Tribal Archives, Libraries, and Museums conference: multiple sessions, strong collaboration between tribal and non- tribal institutions, and a focus on Indigenous collections and cultural sovereignty. She presented on Ravenstail weaving and co- led a weaving workshop, and encouraged future attendance by library representatives.

B. Gratitudes:

Thank you to these wonderful folks:

Matt Bryner for illuminating the library so beautifully for the holiday season.

Beth Flor for generously donating her artwork to support the Petersburg Public Library Art Education Endowment.

Orin Pierson for offering his engaging and inspiring writing workshops.

Ashley Lohr for sharing her creativity through art classes that inspire learners of all ages.

Sunny Rice for her longstanding partnership with the library presenting the Petersburg Science Series.

C. Next Meeting: Next meeting tentatively set for Tuesday, February 17, 2026, at noon, but conflicts were noted. Tara will poll Board for an alternate date.

9. Adjourn

Director’s Report – February 24, 2026

Operations & Services

- Completed targeted weeding in Juvenile Non-Fiction, Teen Fiction, Alaska Collection, and DVDs to improve access and make space for updates. Teen and DVD inventories are complete.
- Preparing for Chris’s April 30, 2026 retirement. A 12–14 hr/wk Library Clerk position is open to support hiring and training ahead of internal transitions.
- Passport Acceptance Facility: Barb is leading and coordinating agent recertification. Hours have been expanded to 9-4 M-F.
- Staff are using Notion AI/ChatGPT to streamline admin work (planning, tracking, documentation, marketing drafts), freeing time for patron services.
- Library Website: vendor selection and funding exploration underway, with a focus on ADA accessibility.

Grants, Budget, & Finance

- Rasmuson grant request submitted (self-check + website improvements).
- Friends of Petersburg Libraries donated \$5,000 toward replacing the self-check kiosk.
- First Bank Community Development Grant application submitted (2026 Summer Reading).
- IMLS Native American Basic Grant: resolution goes to Tribal Council Feb 18; if approved, application will be submitted.

Programs & Community Engagement

Youth & Children’s Programs

- Wiggle & Giggle! moved to Wednesdays to avoid swim conflicts; attendance improving.
- Good Beginnings/Head Start continue weekly storytime and free-play visits.

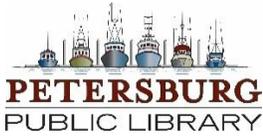
- Baby Raven Reads resumed monthly; planning support provided through a Sealaska Heritage Institute grant.
- LEGO Club meets 1st/3rd Tuesdays; creations displayed in-library.
- Summer Reading 2026 planning underway (gamification model). Kari is partnering with Sunny Rice and Alaska Sea Grant to develop a middle school science camp tied to Summer Reading.
- Teen space work is in progress: Barb is running a teen survey and planning a new teen craft/social program.

Adult Programs & Services

- Ready, Set, Puzzle! launched in January; additional events planned.
- Ongoing series/classes include Mama-To-Mama Milk Meet-Up, Yoga, and Rainforest Writers.
- Year of Reading Challenge continues with monthly themes and recognition.
- Petersburg Science Series continues monthly in partnership with Alaska Sea Grant.
- Listening Project: Kari published 28 oral history interviews from the 2025 Senior Alaska History Class; audio formatting for KFSK broadcast is in progress.

Outreach & Marketing

- Program feedback process created (Google Forms for registration classes + QR cards for drop-ins). Early feedback is very positive.
- Art display program launched; current exhibit (Ashley Lohr) through Feb 19, with the next featured artist (Suzanne Fuqua) scheduled.
- Kari and Barb are developing social media content highlighting services and collections.



HONORIFIC RECOGNITION

Approved by the Petersburg Public Library Board XXXX

This policy establishes guidelines for honoring individuals, families, or organizations for significant service, legacy, or community impact related to the Petersburg Public Library. This policy supplements the Library's **Gift Acceptance Policy** and **Donor Recognition Policy** and applies only to recognition not based on monetary donor acknowledgment.

Honorific recognition (*a way of recognizing someone to show respect or appreciation, without giving ownership, control, or naming rights*) acknowledges exceptional contributions to the Petersburg Public Library and does not confer any rights or control over library spaces, collections, or operations. The Library does not assign honorific names to library sections or collections. All honorific recognition requires approval by the Library Board, which retains final authority.

Relationship to Other Policies

Monetary gifts and donor acknowledgment are governed by the **Donor Recognition Policy**. Acceptance of gifts, including artwork or objects, is governed by the **Gift Acceptance Policy**. This policy governs honorific recognition outside those policies.

Eligibility

Honorific recognition may be considered for individuals, families, or organizations whose service or impact aligns with the library's mission. Current elected officials, library staff, and Library Board members are generally not eligible during their term of service.

Forms of Recognition

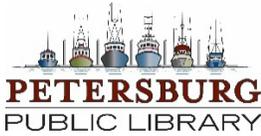
Recognition may include events or programs, temporary displays, and recognition in library publications or online materials. Events or programs associated with honorific recognition may be organized by the **Friends of Petersburg Libraries** at their discretion. The Library Board and library staff are not responsible for planning, hosting, or funding such events. The Library Board determines whether honorific recognition is approved but does not administer recognition activities.

Approval and Duration

All honorific recognition must be approved by the Library Board and documented in meeting minutes. Approval does not obligate the Library Board, library staff, or Friends of Petersburg Libraries to organize events or celebrations. Recognition may be time-limited or ongoing and may be modified or removed at the Board's discretion.

Signage, Displays, and Artwork

Any physical displays associated with honorific recognition require separate Board approval. Ownership, duration, and maintenance terms must be defined in advance and are subject to the **Gift Acceptance Policy**.



GIFT ACCEPTANCE POLICY

Approved by the Petersburg Public Library Board December 16, 2025

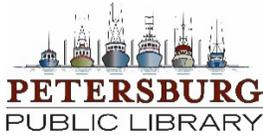
The Library Board welcomes gifts that support the library's mission and benefit the community following these guidelines.

1. Types of Gifts

- a. **Monetary Gifts:** Unrestricted monetary donations may be used at the Library Director's discretion to support collections, programs, services, or other library needs. Donors may also designate gifts to the library's Endowments. See the *Donor Recognition Policy* for more information.
- b. **Collection Materials:** The library accepts donated books and DVDs suitable for the collection, following the *Collection Development Policy*. All decisions on use or disposal—whether adding, donating, or discarding—are at the library's discretion.
- c. **Real Estate, Artwork, and Other Objects:** Gifts of real estate, artwork or other tangible personal items are subject to approval by the Library Board using the following procedure:
 1. The donor must submit a written request to the Library Director, including a color photograph and detailed description of the item. Donors are asked not to bring items to the library without prior approval.
 2. The Library Board will review and vote on the request at its next regularly scheduled meeting.
 3. If the item is *not accepted*, the donor will be notified in writing within 30 days of the board's decision. If the item is *accepted*, the donor will receive written acknowledgment within 30 days of the board's decision.

2. Terms of Acceptance

- a. Gifts with donor-imposed restrictions or conditions will not be accepted unless such conditions are expressly approved in writing by the Library Board.
- b. The library does not guarantee permanent retention. Accepted gifts may be displayed, stored, repurposed, sold or removed at the library's discretion without notice to the donor.
- c. Acknowledgment of monetary gifts is made in accordance with the *Donor Recognition Policy* and at the discretion of the Library Board.
- d. The library does not appraise donated items for tax purposes. Upon request, the library will provide a written acknowledgment of the donation, including a general description of the item(s) and the date received. No dollar value will be stated.



DONOR RECOGNITION POLICY

Approved by the Petersburg Public Library Board December 16, 2025

The Petersburg Public Library values the generosity of its donors and seeks to honor them through meaningful and consistent recognition. Our goal is to celebrate the support that makes our library programs and services possible, strengthen relationships with current donors, and encourage future contributions. Requests for anonymity will be honored.

1. Eligibility

- a. Only monetary gifts accepted under the library's *Gift Acceptance Policy* are eligible for recognition. Pledges are not eligible for recognition until they are fulfilled.
- b. Gifts made by families or groups will be recognized collectively for the total amount contributed.
- c. Gifts to the library's endowment funds will be placed in the endowment account and recognized according to the donor's preferences at the appropriate level on the Donor Recognition Wall.

2. Types of Recognition

- a. **Program and Event Recognition:** Sponsors will be recognized through event-related marketing.
- b. **Donor Wall Recognition (aka "Fishing Wall"):** Monetary gifts of \$100 and above to the library's endowments will be recognized on the Donor Wall. Recognition may include the donor's name or may be given in honor or memory of another individual. The Donor Wall will be updated based on the availability of an artist to create plaques.
- c. **Named Endowments:** Named endowments be established at the request of a donor or proposed by the Library Board with the donor's permission. Fund are held with the Alaska Community Foundation (ACF) and must comply with ACF guidelines and receive approval from the Library Board.

3. Disclaimers and Exceptions

- a. The library reserves the right to modify, relocate, or remove donor recognition displays at its discretion.

Petersburg Borough, Alaska
Library

110 Account Number	Description	FY 23/24 Actual	FY 24/25 Actual	FY 25/26 Adopted Budget	FY 26/27 Proposed Budget
Library					
Salaries & Wages					
572 500110	Salaries	290,572	300,369	290,616	300,887
572 500120	Overtime Pay	-	-		
572 500200	Benefits	97,693	119,331	122,922	154,948
	Subtotal	388,264	419,700	413,538	455,835
Supplies					
572 501320	Operating Supplies	6,088	5,918	5,500	6,000
572 501321	Library Materials	9,274	13,829	27,000	20,000
572 501322	Periodicals	5,801	2,663	3,400	3,500
572 501340	Small Tools & Equip.	1,944	2,858	2,000	5,000
	Subtotal	23,107	25,269	37,900	34,500
Services & Charges					
572 501410	Professional Services	25,304	31,299	20,000	27,000
572 501420	Communications	15,069	12,492	12,000	14,000
572 501430	Travel & Training	2,068	2,038	500	500
572 501440	Advertising	713	392	500	500
572 501470	Utilities	43,142	43,417	44,300	45,000
572 501480	Repairs & Maintenance	18,475	30,319	24,000	15,000
	Subtotal	104,771	119,956	101,300	102,000
	Library Total	516,142	564,925	552,738	592,335

2026 LIBRARY ENDOWMENTS REPORT			
	2025 Balance	2026 Balance	Spendable Balance
Library Endowment Funds	\$ 215,053	\$ 235,942	\$ 35,386
Art Education Endowment Fund	\$ 274,102	\$ 354,762	\$ 25,641

Library Endowment Funds: Established in 2007 to hold funds for the construction of a new library. With that goal reached, the funds now provides a stable, ongoing funding source to improve and expand the programs and services provided by the Library in our new facility. The funds are held and managed by the Alaska Community Foundation. Gifts of \$100 or more can be acknowledged on the library's Fishing Wall. The funds accept cash donations as well as bequeathed retirement plans, life insurance policy, other financial or investment accounts. *Spendable amounts are used at the discretion of the Library Director.*

Art Education Endowment: Established in 2012 by Petersburg resident John McCabe. The fund provides financial assistance to the library that is spent exclusively on art and cultural programs. The annual interest earnings will provide a stable, ongoing funding source to enhance arts programming at the Library. *Spendable amounts are used with Library Board approval.*

Petersburg Public Library Art Education Endowment Funding Requests

requested 2/24/26

Painting Foliage and Flowers (3-4 sessions)	Ashley Lohr	instruction/supplies	\$ 2,400
Summer Youth Art Classes	Various Instructors	instruction/supplies	\$ 800
Youth afterschool art classes	Ashley Lohr	instruction/supplies	\$ 800
Teen Afterschool Friday Art programs	Barb Steltz	supplies	\$ 600
Rainforest Writers Workshops (July - Oct)	Orin Pierson	instruction	\$ 1,000
Requested 2/24/26			\$ 5,600

2026 Requests to date		\$ 10,100
Total Spendable Amount Available		\$ 25,641
Remaining after requests		\$ 15,541

Previously approved in 2026

Rainforest Writers Workshops (Jan-June))	Orin Pierson	instruction	\$ 1,500
Painting Foliage and Flowers, Jan 2026	Ashley Lohr	instruction/supplies	\$ 1,000
Teen seats in all art classes			\$ 2,000
			\$ 4,500

PETERSBURG PUBLIC LIBRARY ART EDUCATION ENDOWMENT FUND GUIDELINES - PETERSBURG, ALASKA

The purpose of the Petersburg Borough Public Library Art Education Endowment Fund (AEE) is to support art education programs for children, teenagers and adults using the Petersburg Borough Public Library. The Alaska Community Foundation (ACF) is the financial agent for the AEE, and it authorizes AEE spendable amounts to the Petersburg Borough Public Library (PPL). The AEE guidelines, and a report of the ACF spendable amount distributions to the PPL, is available from the library upon request. The AEE guidelines will be posted on the library's website. The AEE spendable amount (SA) distributions received by the PPL, from the ACF, must be allocated for art education materials (materials), activities, and programs in art domains such as visual arts, writing, music and performance. The AEE was established by Petersburg resident John J. McCabe in 2012; it is a Donor Designated Fund, and it is awarded to the Petersburg Borough Public Library, and it is managed by the Petersburg Borough Public Library Advisory Board (Board). For the purposes of this document, the term "director" shall be understood to refer to the highest-ranking Petersburg Public library administrator, including but not limited to individuals holding the title of manager, supervisor, head, or lead, in the event that the official job title is modified.

1. GENERAL GUIDELINES

- A. The available SA cannot be used to purchase, or maintain, general library office supplies or equipment.
- B. Up to fifty percent of the available SA can be used to fund PPL personnel who are assigned, with Board approval, for specified units of time and salary, to implement, coordinate, or conduct art education programs.
- C. Oversight of SA distributions is provided by the Board. SA expenditures are independent of the Petersburg, Alaska, Borough Government (Borough), other governing bodies or individuals.
- D. If equipment and/or facilities are not available at the PPL for an AEE activity or program that the director has submitted to the Board for consideration and possible approval, the Board is authorized to approve SA funds for an AEE activity or program that will not occur at the PPL.
- E. In notices, publications, press releases, or promotional materials, the AEE should be referred to as the Petersburg Public Library Art Education Endowment.
- F. Per ACF rules, revisions to the AEE guidelines can only be authorized by John J. McCabe, the AEE founder.

2. PROCEDURE FOR RELEASE OF FUNDS

- A. The director will recommend to the Board materials to be purchased, and activities and programs to be funded by SA distributions. The SA requested for materials, activities or programs must not exceed the SA balance.

- B. The director will, at a minimum, present to the Board, for its approval, one AEE activity, or program, within a one-year period that follows the last Board approved AEE activity or program.
- C. Board members will receive a printed, and/or electronic copy, of the AEE guidelines for review, when making decisions regarding an AEE SA expenditure for materials, an activity, or a program.
- D. Program funding is reimbursement based. Once an AEE activity, program or purchase of materials is approved by the Board, the director must:
 - I. Spend the funds approved by the Board from the PPL's General Fund budget.
 - II. Execute the program as approved.
 - III. Provide a summary to the Board of the approved activity, or program, and the total amount spent. The report will include information about participation levels and other feedback.
 - IV. The director will request reimbursement for the activity from the ACF.
 - V. Any AEE funds not expended for a Board approved AEE activity, or program, must be returned to the AEE Fund.

3. Fund Integrity

- A. When the director position is vacant, no requests for funding for materials, activities or programs can be submitted to the Board, and the Board cannot authorize SA expenditures for materials, activities or programs.
- B. If there is a violation(s) of the AEE guidelines, as necessary, and in the following order, it is the responsibility of the Board, or a Board member, or the director to correct the violation(s) as soon as possible, such that there is compliance with the AEE guidelines. After six months, if a violation(s) of the AEE guidelines is not corrected:
 - I. All AEE activities and programs must immediately cease operating.
 - II. Requests for AEE SA expenditures for materials, activities or programs cannot be submitted to the Board by the director.
 - III. The Board cannot authorize SA expenditures for materials, activities or programs.
 - IV. To formally resolve a violation(s) of the AEE Guidelines, at a public meeting of the Board, the Library director will include resolution of a violation of the AEE Guidelines as an agenda item to be voted on by the Board, and the Library director will prepare, as part of this agenda item, a written report for Board, and public review, that documents the facts related to the AEE Guidelines violation and how the violation was resolved.
 - V. When an AEE guidelines violation(s) is corrected, and there is compliance with the AEE guidelines, AEE activities and programs will resume. The Board, and the director will resume their AEE duties as outlined in the AEE guidelines.
- C. If the PPL is dissolved or terminated, per AEE guidelines, Section 4, all AEE activities and programs must immediately cease operating, until the Borough reestablishes the PPL. When the reestablished PPL is in compliance with the AEE, Section 4 guidelines, all AEE activities and programs will immediately resume operating.

- D. If the Board is dissolved, or terminated, per AEE guidelines, Section 4, Board AEE duties must immediately cease, and Board approved AEE activities and programs must immediately cease operating. When the Borough reestablishes the Board, and the Board is in compliance with the AEE, Section 4, the reestablished Board will immediately resume its AEE duties, and Board approved AEE activities and programs will immediately resume operating.
- E. The Petersburg Borough Finance Officer will be notified if the PPL and/or the Board is dissolved or terminated per AEE guidelines, Section 4.
- F. The Petersburg Borough Finance Officer will be notified if the PPL and/or the Board is reestablished by the Borough, and the PPL and/or the Board is in compliance with AEE, Section 4.
- G. The Alaska Community Foundation, the Borough, other agencies or individuals, do not have the authority to be involved in AEE decisions related to a violation(s) of AEE guidelines, and/or violation(s) of AEE guidelines, Section 4.

4. DISSOLUTION / TERMINATION OF THE PETERSBURG PUBLIC LIBRARY AND/OR THE PETERSBURG PUBLIC LIBRARY BOARD

For the purposes of the AEE, the PPL, and/or the Board, is considered to be dissolved, or terminated, if one or more of the following events occur:

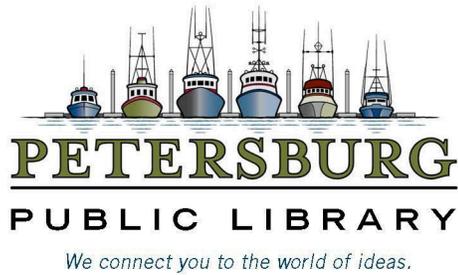
- A. The Petersburg Borough Public Library is dissolved, or terminated, as it is defined in the Petersburg Borough Municipal Code.
- B. The Borough government reduces the number of Board members below five Board members.
- C. The Board is no longer an elected library board, that is, Board members are not voted into office as a result of an official Borough public election.
- D. The Board has a majority of appointed Board members following a Borough public election that allows voters to elect people to the Board.

John J. McCabe, AEE Fund Founder

Date

Mary Ellen Anderson, Library Board Chair

Date



Feb 15, 2026

John -

Thank you for your recent contributions to the *Petersburg Library Art Education Endowment*:

- **12/23/2025 \$12,000**
- **1/20/2026 \$12,000**

Your total contributions to date amount to **\$253,840**, as detailed on the following page. With these most recent gifts, the balance of the fund as of 1/29/26 is **\$354,761.91**.

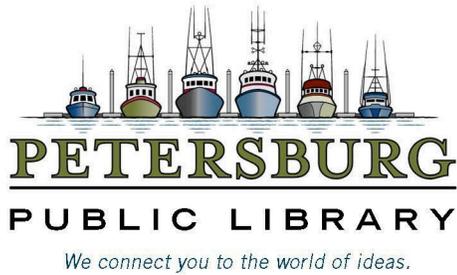
The endowment has transformed the landscape of art education at the Petersburg Public Library. Because of your vision and generosity, the Library is able to offer a vibrant and enduring arts education program that inspires creativity, fosters connection, and enriches our entire community.

Your exceptional commitment to arts education at the Library will have a lasting impact for generations to come. We are deeply grateful for your continued support.

With sincere appreciation,

Mary Ellen Anderson
Library Board Chair

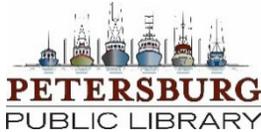
PO Box 549, Petersburg AK 99833
Phone - (907)772-3349 Email -
library@petersburgak.gov
www.psglib.org



Total Contributions:

2/28/2012	\$12,040	7/28/2020	\$10,000
11/13/2012	\$100	12/14/2020	\$10,000
10/11/2013	\$3,000	3/1/2021	\$5,000
1/13/2014	\$5,000	6/24/2021	\$5,000
2/22/2014	\$100	1/10/2022	\$10,000
2/19/2015	\$100	10/13/2023	\$10,000
7/20/2015	\$5,000	1/30/2024	\$10,000
2/19/2016	\$100	4/22/2024	\$1,200
2/12/2017	\$100	4/30/2024	\$10,800
6/23/2017	\$10,000	7/30/2024	\$12,000
12/30/2017	\$200	9/23/2024	\$12,000
2/12/2018	\$10,000	10/4/2024	\$12,000
5/24/2018	\$8,000	5/12/2025	\$6,000
2/10/2019	\$100	7/21/2025	\$12,000
3/20/2019	\$8,000	9/22/2025	\$12,000
8/9/2019	\$10,000	12/23/2025	\$12,000
1/21/2020	\$10,000	1/20/2026	<u>\$12,000</u>
6/8/2020	\$10,000		\$253,840

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Library Displays & Exhibits

Approved by the Library Advisory Board XXX

Purpose

To establish equitable, viewpoint-neutral guidelines for library displays and exhibits that support the Library's mission and intellectual freedom principles.

Scope

This policy applies to all library-controlled display and exhibit spaces, including cases, tables, shelving, walls/windows, bulletin boards, and similar areas. It covers both library-initiated and community (user-initiated) displays and exhibits.

General Guidelines

1. Library-initiated displays take priority.
2. Display spaces are a limited public forum administered in a viewpoint-neutral manner, consistent with the American Library Association's *Library Bill of Rights* (Articles I, II, and VI).
3. Displays and exhibits, including art, will not be excluded or removed based on the origin, background, or views of the creator, or due to partisan, political, doctrinal, or aesthetic disapproval.
4. Restrictions on displays will be based only on time, place, and manner considerations such as space limitations, safety, or operational needs, and not on viewpoint.
5. Inclusion of a display or exhibit does not imply Library or Borough endorsement.
6. Written concerns will be reviewed through the Library's reconsideration process.
7. The Library Director or designee enforces this policy.
8. The Library, Borough, and staff/Board are not responsible for loss, theft, or damage and do not provide insurance.
9. The Library may photograph displays for publicity or documentation unless stated otherwise in writing.

Library-Initiated Displays and Art Exhibits

Displays and exhibits are curated by Library staff to promote collections, programs, services, community learning, or library-initiated art exhibits, including themed or invitational shows and Library-selected partnerships. These exhibits represent library programming and are not subject to a public application process.

All art exhibits are initiated, hosted, and curated by the Library. Prices are set by the artist and approved by the Library. The Library handles all sales transactions in accordance with Borough financial procedures. Sold artwork remains on display for the full exhibit period. An application and waiver are required. Proceeds are distributed 70% to the artist / 30% to the Petersburg Public Library.

Community (User-Initiated) Displays

When space permits, the Library may approve public-initiated displays or exhibits that are educational, cultural, intellectual, charitable, or civic. Community displays are considered user-initiated and are permitted only when they meet the criteria of this policy.

Community displays must:

- Be non-commercial and may not include sales or solicitation
- Identify the exhibitor
- Meet size, safety, and security requirements

Art sales are permitted only through Library-initiated exhibits under the Library’s established process.

Removal and Enforcement

The Library may reject or remove any display or exhibit that violates this policy, poses a safety risk, interferes with operations, or violates law. Removal will not occur solely because an exhibit is controversial, unpopular, or subject to complaint.

Reference

This policy is informed by the American Library Association’s *Library Bill of Rights* and its interpretation *User-Initiated Exhibits, Displays, and Bulletin Boards*.

Library Bill of Rights

The American Library Association affirms that all libraries are forums for information and ideas, and that the following basic policies should guide their services.

1. Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation.
2. Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.
3. Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment.
4. Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas.
5. A person's right to use a library should not be denied or abridged because of origin, age, background, or views.
6. Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use.

Adopted June 18, 1948, by the ALA Council; amended February 2, 1961; amended June 28, 1967; amended January 23, 1980; inclusion of "age" reaffirmed January 24, 1996.

The Freedom to Read

1. It is in the public interest for publishers and librarians to make available the widest diversity of views and expressions, including those that are unorthodox, unpopular, or considered dangerous by the majority
2. Publishers, librarians, and booksellers do not need to endorse every idea or presentation they make available. It would conflict with the public interest for them to establish their own political, moral, or aesthetic views as a standard for determining what should be published or circulated.
3. It is contrary to the public interest for publishers or librarians to bar access to writings on the basis of the personal history or political affiliations of the author.
4. There is no place in our society for efforts to coerce the taste of others, to confine adults to the reading matter deemed suitable for adolescents, or to inhibit the efforts of writers to achieve artistic expression.
5. It is not in the public interest to force a reader to accept the prejudgment of a label characterizing any expression or its author as subversive or dangerous.
6. It is the responsibility of publishers and librarians, as guardians of the people's freedom to read, to contest encroachments upon that freedom by individuals or groups seeking to impose their own standards or tastes upon the community at large; and by the government whenever it seeks to reduce or deny public access to public information.
7. It is the responsibility of publishers and librarians to give full meaning to the freedom to read by providing books that enrich the quality and diversity of thought and expression. By the exercise of this affirmative responsibility, they can demonstrate that the answer to a "bad" book is a good one, the answer to a "bad" idea is a good one.

Adopted June 25, 1953, by the ALA Council and the AAP Freedom to Read Committee; amended January 28, 1972; January 16, 1991; July 12, 2000; June 30, 2004.

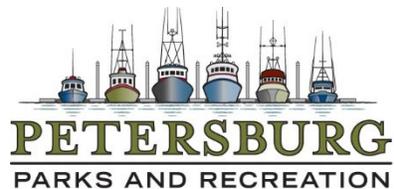
The Freedom to View

The Freedom to View, along with the freedom to speak, to hear, and to read, is protected by the First Amendment to the Constitution of the United States. In a free society, there is no place for censorship of any medium of expression.

Therefore these principles are affirmed:

1. To provide the broadest access to film, video, and other audiovisual materials because they are a means for the communication of ideas. Liberty of circulation is essential to insure the constitutional guarantee of freedom of expression.
2. To protect the confidentiality of all individuals and institutions using film, video, and other audiovisual materials.
3. To provide film, video, and other audiovisual materials which represent a diversity of views and expression. Selection of a work does not constitute or imply agreement with or approval of the content.
4. To provide a diversity of viewpoints without the constraint of labeling or prejudging film, video, or other audiovisual materials on the basis of the moral, religious, or political beliefs of the producer or filmmaker or on the basis of controversial content.
5. To contest vigorously, by all lawful means, every encroachment upon the public's freedom to view.

Endorsed January 10, 1990, by the ALA Council



Hello Elected Official!

And welcome to your position on our Petersburg Library Board!

For your volunteerism and dedication to our community's best interests, you are eligible for free use of the Community Center as a thank you for your contribution!

The Community Center front desk staff have a list they will check to confirm your position and get you signed up for your free membership, please let them know that you are on the Borough Elected Official Wellness Program List. We distribute your membership via our 24 Punch Pass and will be updated as needed during your term duration. This free membership is extended to only you, not your family. If you are listed in any other community organizations that participate in our Wellness Programs, you are still eligible to participate in our Elected Officials free use offering. Please note that this only entitles you to a Community Center membership; facility rentals do not qualify for free use.

Please make sure to bring your membership card to scan in during your visits. If you do not have an account or membership card, stop by sometime when you have a few minutes and our staff get you squared away. Your first membership card is free; a replacement card fee of \$5 will be required if you need one. You may also scan a digital image of your membership card!

If you have any questions, please feel free to contact Stephanie Payne at spayne@petersburgak.gov for clarification.

Again, thank you for your contribution to our community!

Sincerely,

Stephanie Payne

Director, Parks and Recreation