



Petersburg Borough

12 South Nordic Drive
Petersburg, AK 99833

Meeting Agenda Library Advisory Board Regular Meeting

Wednesday, September 22, 2021

2:00 PM

Via Zoom

1. Join Zoom Meeting
<https://us06web.zoom.us/j/86478613799>
2. **Call to Order / Roll Call**
3. **Approval of Minutes**
 - A. Minutes from April 28, 2021 meeting
4. **Amendment and Approval of Meeting Agenda**
5. **Persons to be Heard Related/Unrelated to Agenda**
6. **Director's Report**
 - A. See attached report.
7. **Unfinished Business**
 - A. Incumbents Elisa Teodori and Gina Esposito are running unopposed.
8. **New Business**
 - A. John McCabe donated \$5,000 to the Arts Education Endowment on 6/24/2021. Attach is a letter thanking John and acknowledging his remarkable generosity.
 - B. A summary of the current balance and spendable amounts is attached for review. As of 9/14/21 there is \$185,809 in the general library endowments and \$169,997 in the Arts Education Endowment.
9. **Discussion Items**
 - A. The Director has been working with Sue Paulsen and an artist in Washington State to design a sign for the door that is consistent with Sandvik Room sign and also uses some of Helmi Jensen's artwork. We expect to see a final version by the end of the month. Is there interest from the Board/Friends in doing something to celebrate the renaming of the room?

- B.** This year's funding is status quo. Cuts to the University of Alaska may impact future ALC budgets. Every year the ALC attempts to get funding for the ALC in the State budget. So far this has not been successful. Our annual ALC cost this year is \$1307. The bulk of our cost is shipping (roughly \$3,000 per year) and staff time (7 hours per week).
- C.** Discussion of book sale updates and other news from the Friends.
- D.** The next regular meeting is tentatively scheduled for Wed Oct 27, 2pm.

10. Adjourn



Petersburg Borough

12 South Nordic Drive
Petersburg AK, 99833

Meeting Minutes Library Board

Wednesday, April 28, 2021

2:00 PM

Public Library (Zoom)

1. Call to Order/Roll Call

- Present** 5 - Board Member Barbara Fish, Board Member Alec McMurren, Board Member Gina Esposito, Board Member Elizabeth Thompson, and Board Member Elisa Teodori
- Excused** 2 - Board Member Marilyn Menish-Meucci, and Board Member Mary Ellen Anderson

2. Approval of the Minutes

approved

Attachments: [LIB042821-1 MINUTES.pdf](#)

3. Amendment & Approval of Meeting Agenda

approved

4. Visitors Views Unrelated/Related to Agenda

5. Staff Report

Landscaping - Jesse O'Connor retires on April 30. He designed the library's gardens and has done a phenomenal job of taking care of them. We will miss him! This summer Matt Gerrits will take care of the grounds (mowing, weeding, watering) and Andrea Weathers will create and maintain our planters and hanging baskets. Lizzie kindly agreed to do a thank you card for him.

FY21 Budget - CARES Act funding covered some of our expenses this year, as a result there are extra funds left in the budget. This will allow for the replacement of some IT equipment (domain controller, switches, computers) and the CCTV system to be purchased with FY21 funds.

Grants - Applications have been submitted for the IMLS Basic Grant (\$10,000) and Public Library Assistance Grant (\$7000). Both grants are used to purchase books and DVDs.

New Website Draft - As part of the larger project to move the Borough website to Municode, the library's website will also be moved and see some changes. A draft of the front page can be viewed at:

http://designs.municodeweb.com/petersburg_library_F2.html

Summer Programs - This year we will run 3 programs plus 1,000 books before Kindergarten. Donor letters have been sent out (see attached). Program graphics are also attached. All programs are online. In late May displays will go up in the library foyer and a banner will be hung out front.

- 1,000 Books Before Kindergarten
- Bookworms (0-5)
- Summer STREAM (5-12)
- Read around the World (Teens and adults)

I will be out of the office May 1-16

Attachments: LIB042821-2 SUMMER PROGRAMS.pdf

6. Unfinished Business

a. FY22 Proposed budget

FY22 Budget - An additional \$5,000 is now included for landscaping.

discussed

Attachments: LIB042821-3 FY22 BUDGET.pdf

7. New Business

8. Discussion Items

a. Friends of Petersburg Libraries

National Library week activities were a great success, thank you to all who participated. Book sale donations are now being accepted. Drop off is encouraged on Saturdays, but front desk staff will take them any time.

discussed

b. Kupreanof Donation

The City of Kupreanof makes an annual donation of \$500 to the library every year. Lizzie wrote them a thank you card on behalf of the Board.

discussed

c. ALA Top 10 Most Challenged Books of 2020

The Board discussed the American Library Association most challenged books for 2020 and the library's Selection of Materials/Intellectual Freedom Policy.

discussed

Attachments: LIB042821-4 ALA CHALLENGES & PPL POLICY.pdf

d. Next meeting

The meeting is tentatively scheduled for May 26.
discussed

9. Adjournment

DIRECTOR'S REPORT

LIBRARY SERVICES & COVID

The library is now open on Mondays. All seating is available and meeting rooms are open. In person programming for kids is still on hold. Face covering is optional for staff and patrons. The plexiglass barrier at the front desk will remain in place for the foreseeable future.

SUMMER PROGRAMS

- **Baby Bookworms (June 1-July 12)**
A read-to-me program for ages 0-5. Parents or caregivers read 5 books a week to their child for 6 weeks. Every child that finished the program received a \$25 gift certificate to the local bookstore. The grand prize drawing was a care-giver massage. A music and movement program was held at Sandy Beach once a week for kids 0-7 with a caregiver. This was a fun and well attended.
- **Summer STREAM (June 1-July 12)**
113 kids ages 5-13 participated. Kids needed to earn 12 badges to complete the program. They earned badged by reading 20 minutes a day and completing an activity. We had raffle prizes geared toward ages 5-7 and another for ages 8-13. This year we simplified the program by offering fewer prizes and having the drawings all online. program and be entered in the grand prize drawing of \$250 (two winners were drawn). Classes were held outside at Sandy Beach. We had ukulele lessons, comic drawing, writing, and a science class "Eat Like a Whale."
- **Read Around the World - June 1-July 31**
51 adults and 19 teens participated. Participants read 4 books from around the world in 9 weeks to be entered in the grand prize drawing of \$250 (one adult prize and one teen prize). Staff put together bookmarks for each of the categories with reading recommendation listed. We also had a map online and, in the library, where patrons could pin where the books they read took place.

AMERICAN RESCUE PLAN ACT GRANTS

The Alaska State Library received \$2M through the American Rescue Plan Act to use for grants to Alaska libraries, archives, and museums. Applications have been submitted for both grant programs:

- Easy grants: Noncompetitive and guaranteed to applicants that meet eligibility requirements. We applied for \$3,500 for janitorial service and \$2,500 for collections.
- Project grants: An application was submitted for the Petersburg Indigenous Voices Project – the library, KFSK, and the Petersburg Indigenous Awareness Committee (PIAC) will partner to produce 36 thirty-minute radio podcasts with original content generated by a committee of local tribal members. \$39,661 has been requested for this project.

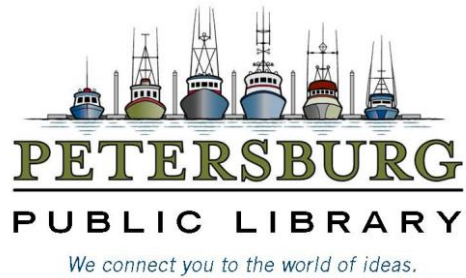
MAINTENANCE

- The slate tile floors were resealed in September, some carpet squares were also replaced.
- Carpets are scheduled to be cleaned Oct 16.
- We have increased janitorial service from every other day to daily. The cost was reasonable, and it will help with keeping the facility in good condition as we go into our 9th year in the building.
- Routine mechanical system maintenance continues, the hot water tank was replaced this summer.
- Our first summer without Jesse caretaking the library grounds went well. Matt Gerrits did the lawns, fertilizing and bark mulching. Andrea Weathers created and took care of the amazing planters and baskets and also weeded and maintained the plants.
- We were hoping to have the gravel area in front of the library paved this summer, but it looks like the contractor may not get to it until 2022.

DIRECTOR TRAINING

I will be attending the annual Library Director's Leadership (DirLead) meeting in Girdwood Oct 5-9. This year the meeting will be led by Kedge Foundation's Future School (<https://thefuturesschool.com/>). The objectives are:

- Ensure the development of a resilient, adaptive and transformative DirLead group in order to successfully position Alaska State Libraries as sustainable enterprises for continued success in spite of a volatile, uncertain, complex and ambiguous environment.
- Leverage a long-term strategic thinking process which embraces a "long now" mindset - a holistic way of thinking that includes the best ideas from yesterday and the most dynamic visions from tomorrow in order to create robust and successful action today.
- Create an immersive, fun learning experience that helps broaden the perspective of DirLead participants as it relates to the future of our globally connected world. Participants will get exposed through tangible models and reusable templates that allow them to apply their learnings immediately.



September 22, 2021

John -

Thank you so much for recent donation to the Petersburg Library Art Education Endowment (\$5,000 6/24/21). Your contributions to date are \$121,540, a detailed list is included here. With this contribution, the balance of the fund is \$168,997.

Your remarkable generosity and vision for arts education at the library is extraordinary and will leave an enduring legacy in our community. Thank you so much for your support over the years.

Marilyn Menish-Meucci,
 Library Board Chair

J. McCabe - Fund Contributions	
2/28/2012	\$12,040
11/13/2012	\$100
10/11/2013	\$3,000
1/13/2014	\$5,000
2/22/2014	\$100
2/19/2015	\$100
7/20/2015	\$5,000
2/19/2016	\$100
2/12/2017	\$100
6/23/2017	\$10,000
2/12/2018	\$10,000
5/22/2018	\$8,000
3/13/2019	\$8,000
8/9/2019	\$10,000
1/20/2020	\$10,000
6/8/2020	\$10,000
7/28/2020	\$10,000
12/7/2020	\$10,000
3/1/2021	\$5,000
6/24/2021	\$5,000
TOTAL	\$121,540

LIBRARY ENDOWMENTS - updated 9/14/21				
	Balance		Spendable Amount	
Library Endowment*	\$	185,809	\$	11,008
Art Education Endowment**	\$	168,997	\$	5,862
TOTAL ENDOWED FUNDS	\$	354,806	\$	16,870

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

***The Art Education Endowment was established in 2012 by Petersburg resident John McCabe. The fund provides financial assistance to the library that will be 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.*