



Petersburg Borough

12 South Nordic Drive
Petersburg, AK 99833

Meeting Agenda Library Board Regular Meeting

Wednesday, January 26, 2022

2:00 PM

Via Zoom

Join Zoom Meeting

<https://us06web.zoom.us/j/83632119572>

1. **Call to Order / Roll Call**
2. **Approval of minutes from Dec 1, 2021 meeting.**
 - A. Approval of minutes
3. **Amendment and Approval of Meeting Agenda**
4. **Persons to be Heard Related / Unrelated to Agenda**
5. **Director's Report**
 - A. **1/26/2022 Director's Report**

Kris Norosz made a \$500 donation for kid's programming which was matched by the Rasmuson Foundation (\$1000)

The Building a Better World Challenge runs through the end of January. As of 1/18 fifty-nine people were enrolled.

Creative Play Watercolor Series with Lisa Schramek: Our first in person class! The class is every Saturday in Jan

Snow removal: We hired Derek Gibb in December to help keep up with the parking lot. It's been a challenge but we're muddling through.

Our roof was fine during the recent heavy snowfall. No leaks or issues.

We had a frozen sewer line, this was cleared up quickly

The library will be closed Feb 7-10 for inventory and projects

6. **Unfinished Business**

A. The sign has been installed on the door to the Helmi Jensen Community Room, it looks great! The graphic on the design is based on Helmi's artwork and adapted by graphic designer Lori Vries. Homeport Electronic cut and install the vinyl.

7. **New Business**

A. John McCabe donated \$10,000 to the Petersburg Library Art Education Endowment on Jan 10, 2022. His contributions to date are \$131,540. The balance of the fund is \$180,453. A letter acknowledging his donation is attached for Board approval.

B. The Alaska Community Foundation has released the annual endowment spendable amounts. A summary of the library's endowments and cumulative spendable amounts is attached.

C. The Borough's annual budget process is underway. The budget calendar is attached. A draft library budget will be presented at the Feb Board meeting.

8. **Discussion Items**

A. Friends of the Library Updates: The next book sale is scheduled for Saturday Feb 5.

B. Next Meeting: The next meeting is scheduled for Wednesday Feb 23 at 2pm.

9. **Adjourn**



Petersburg Borough

12 South Nordic Drive
Petersburg, AK 99833

Meeting Minutes Library Advisory Board Regular Meeting

Wednesday, December 01, 2021

2:00 PM

Via Zoom

Join Zoom Meeting

<https://us06web.zoom.us/j/9077723349>

Meeting ID: 907 772 3349

One tap mobile

8887880099,,9077723349# US Toll-free

8335480276,,9077723349# US Toll-free

Dial by your location 888 788 0099 US Toll-free

1. Call to Order / Roll Call

Chairperson Marilyn Menish Meucci called the meeting to order.

2. Approval of Minutes from Wednesday, October 20, 2021 meeting

Minutes were approved as submitted.

3. Amendment and Approval of Meeting Agenda

The agenda was approved as submitted.

4. Persons to be Heard Related / Unrelated to Agenda

John McCabe was in attendance to speak under agenda item 7A. Updated guidelines for the Art Education Endowment.

5. Director's Report

- A. On Nov 3 the library, along with all Borough buildings, was closed by the Borough Manager due to a COVID outbreak in the community. At the time this was written the library remains closed. Staff continue to work in the building on special projects. During the closure staff offered curbside service M-Sat 11:30-1:30. This has been a popular service. Passport services were no offered during the facility closure. The facility will reopen on Thursday Dec 2.

The sign for the Helmi Jensen Community Room will not meet the target installation date for Dec 6. The vinyl will arrive in early December.

The library is hosting a retrospective exhibit of the ceramic works of Polly Lee in November. Unfortunately we were closed for the entire time, so Heather and Kari recorded a wonderful YouTube video tour. This can be seen on the library's YouTube channel. <https://www.youtube.com/watch?v=7oEB82ua4Lk>

The library has received two American Rescue Plan grants from the Alaska State Library:

- 1. Easy Grant: \$3500 for janitorial service, \$2500 for collections
- 2. Project Grant: \$39,661 for the The Petersburg Indigenous Voices Project. In collaboration with KFSK and the Petersburg Indigenous Awareness Committee the project will produce 36 thirty-minute radio podcasts with original content generated by a committee of local tribal members. The project is underway!

Planning is underway for the 2022 Winter Reading Challenge (Jan 1-31). The theme this year is 'Build a Better World.' We are planning a program that, rather than awarding prizes, awards a donation on behalf of the winners to a local non-profit of their choosing. The Friends are sponsoring the program and have donated \$1,000.

The Director will be out of the office Dec 20-31.

6. Unfinished Business

- A. The Board reviewed the letter that was sent to Harvey Gilliland in response to his request for reconsideration.

7. New Business

- A. John McCabe provided some background and description of the changes that were made. Board members thanked John for his generosity and vision.

Member Thompson moved that the Board adopt the guidelines as presented. The motion passed unanimously.

- B. Privacy Policy as it relates to children's accounts was discussed. Member Thompson moved that the Privacy Policy be renewed. The motion passed unanimously.

8. Discussion Items


A. Friends of the Library Updates

Board Member Fish updated the group on the book sale, which will now take place Dec 4 & 11.

- B. Next Meeting: Wed Jan 27 @ 2pm

We will consider holding this meeting in person.

9. Adjourn



THE HELMI JENSEN COMMUNITY ROOM

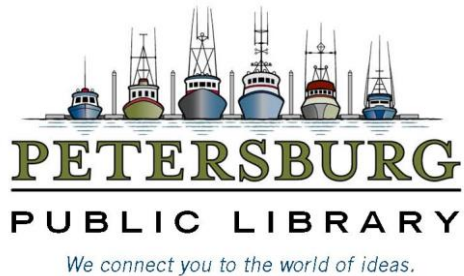
In Honor of

Helmi Karjala Jensen

*Artist, Library Board Member,
Community Builder*

given by the

Jensen Family



Jan 26, 2022

John -

Thank you so much for recent donation to the Petersburg Library Art Education Endowment (\$10,000 1/10/22). Your contributions to date are \$131,540, a detailed list is included here. With this contribution, the balance of the fund is \$180,453.

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
1/10/2022	\$10,000
TOTAL	\$131,540

LIBRARY ENDOWMENTS - updated 1/13/22

	Balance	Spendable Amount
Library Endowment*	\$ 187,635	\$ 14,649
Art Education Endowment**	\$ 180,454	\$ 10,332
TOTAL ENDOWED FUNDS	\$ 368,088	\$ 24,981

**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.*

Petersburg Borough

FY 2023 Budget Calendar

December 2021	Budget Calendar Emailed to Assembly/Department Heads
January 3, 2022	<ul style="list-style-type: none">• Assembly emailed Budget Policies.• Community Service Grant Questionnaire emailed to Organizations.• Budget Templates emailed out to Department Heads
January 3, 2022 – March 21, 2022	<ul style="list-style-type: none">• Department Heads Preparing Budgets;• Assembly work session to discuss future budget ideas/strategies/budget policies if needed.
March 21, 2022	Budget Requests from Department Heads and Community Organizations Due to Borough Manager– Including any Capital Project Budgets
March 21, 2022 – March 31, 2022	Borough Manager and Finance Director meet with Department Heads to discuss budget requests and develop a proposed budget document for submittal to Assembly.
April 1, 2022	Draft Proposed Budget submitted to the Assembly.
April 1 st to 22 nd 2022	Budget Work Session / Special Meetings scheduled if needed
May 2, 2022	<ul style="list-style-type: none">• Assembly Meeting - 1st Reading of Budget Ordinance• Assembly Meeting – 2nd Reading of Budget Ordinance• Assembly Meeting – 3rd Reading of Budget Ordinance
May 16, 2022	
June 6, 2022	

Budget must be approved by June 15th