

MATANUSKA-SUSITNA BOROUGH LIBRARY BOARD

Chairperson – Marci Hawkins - Sutton
Vice Chair – Bonnie Cavanaugh – At Large 1
Secretary – Jennifer Rinaldi - Big Lake

Ginny Robson – Trapper Creek
Virginia Richey – At Large 2
Carol Goltz - Willow

Deena Carlos - Wasilla
Diane Holl-Rambo – Talkeetna
Janel Gagnon- Palmer

AGENDA

REGULAR MEETING Sutton Public Library

**September 17, 2016
10:00 A.M.**

- I. CALL TO ORDER
- II. ROLL CALL – DETERMINATION OF QUORUM
- III. ELECTION OF OFFICERS
- IV. APPROVAL OF AGENDA
- V. PLEDGE OF ALLEGIANCE
- VI. MINUTES OF PRECEDING MEETING
 - A. August 20, 2016
- VII. BOROUGH STAFF REPORTS
 - A. Nancy Bertels – Sutton Librarian
 - B. Jill Irsik – Recreation Library Services
 - C. July 2016 stats
- VIII. PERSONS TO BE HEARD / AUDIENCE PARTICIPATION – 3 minutes per person
- IX. UNFINISHED BUSINESS
 - A. MSLN Participation
 - B. MSLN Strat Plan 2014 update
- X. NEW BUSINESS
- XI. CORRESPONDENCE
 - A. Palmer Library July 2016 Stats
- XII. MEMBER COMMENTS
- XIII. NEXT MEETING
 - A. October 15, 2016 – Willow Public Library
- XIV. ADJOURNMENT

1 **MATANUSKA-SUSITNA BOROUGH**
2 **LIBRARY BOARD**

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5 **DRAFT MINUTES**
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7 **REGULAR MEETING**
8 **Talkeetna Public Library**

August 20, 2016
10:00 A.M.

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10 I. CALL TO ORDER

11 Meeting was called to order at 10:02 am

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13 II. ROLL CALL-DETERMINATION OF QUORUM

14 A. Members present and establishing a quorum were: Deena Carlos, Carol Goltz,
15 Marci Hawkins, Virginia Richey, Diane Holl-Rambo, Ginny Robson; Bonnie
16 Cavanaugh, Jen Rinaldi, Janel Gagnon

17 B. Members Absent and Excused: None

18 C. Staff Present: Hugh Leslie, Recreation Services Manager
19 Ann Yadon, Talkeetna Librarian

20 D. Guest Present: Beth Skow, Palmer Librarian

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22 III. APPROVAL OF AGENDA

23 MOTION: Ms. Robson moved, Ms. Holl-Rambo 2nd, to approve the agenda. Agenda
24 approved as written.
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26 IV. PLEDGE OF ALLEGIANCE

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28 V. MINUTES OF PRECEDING MEETING

29 A. May 21, 2016

30 MOTION: Ms. Robson moved, Ms. Carlos 2nd. Minutes approved as written.
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32 VI. BOROUGH STAFF REPORT

33 A. Mr. Leslie shared the following:

- 34 • The old Talkeetna Library will be removed very soon, and fundraising for a
35 skateboard park has begun.
- 36 • There is a 5.7 million budget shortfall as a result of Governor Walker's
37 vetoes. Current impacts are overtime, travel, training, and position vacancies.
38 Additionally, budget cuts have put the future of the Willow Library project
39 into question.
- 40 • A job reclassification study was completed within the last eight months. A
41 new classification system was put in place as a result.

42 B. Ms. Yadon shared the following:

- 43 • There are lots of wonderful things happening at the Talkeetna Library,
44 including a K-2 mentor reading program, a summer reading program, and a
45 teen program. The library also hopes to add "tween" programming.
- 46 • The summer lunch program was fairly successful.

- 47 • The Friends of Talkeetna Library group is great. They have started an
48 endowment fund through the Alaska Community Foundation.
49 • An Inter-Library Cooperation Grant has provided a recording studio that
50 allows professional video recordings to take place at the library.

51 VII. PERSONS TO BE HEARD

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53 VIII. UNFINISHED BUSINESS

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A. MSLN Participation:

- 55 • The Borough is recommending that the JLC be the conduit to exchange books,
56 rather than the MSLN.
57 • Per Mr. Leslie, books will still be sent to Palmer and Wasilla, it will just be
58 done through the JLC.
59 • He noted there is still much to be worked out, but it should not impact patrons.
60 • Considerable discussion took place regarding this recommendation. It is
61 expected that further discussions will take place, and the Board is encouraged
62 to discuss the recommendation with librarians to understand the impact it may
63 have.

64 B. MSLN Strat Plan 2014 Update:

- 65 • Ms. Yadon recommended that the Board pursue grants to support an updated
66 strategic plan, written by someone with experience in strategic plans.
67 • Ms. Rinaldi will get in touch with two potential planners to determine cost.
68 • Ms. Robson motioned, Ms. Goltz 2nd, to wait until the Mat-Su Borough
69 makes their final decision on the JLC / MSLN recommendation before
70 moving forward.

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72 IX. NEW BUSINESS

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None

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75 X. CORRESPONDENCE

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None

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78 XI. MEMBER COMMENTS

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- Ms. Hawkins will renew issuing invitations to Assembly Members to attend Library Board monthly meetings.
- Ms. Hawkins advised of the Wasilla Library Book Sale, scheduled for the 16th - 20th. The library will be closed from 8/22 - 9/22, with a grand opening on 9/22 from 2:00 - 6:30. Ms. Carlos recommended visiting the Wasilla Public Library's website for a tour of the new facility.
- Ms. Rinaldi shared that the Summer Reading Program at the Big Lake Library went well, as did the Miller's Reach Block Party. The Big Lake Teens (BLTs) have been very active with programming.
- Ms. Gagnon shared that she is always invigorated by the activities in the library. The Palmer Summer Reading Program culminated in a fun and festive way. She appreciates the community-building that libraries develop, and really appreciates all the hard work that goes into making libraries such great places.

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July 2016 Statistics Report

Big Lake Library: A busy month with the summer reading program and the teen program in full swing.

Programs:

Preschool Story Hour	4 events	40 participants
Summer Reading Program	4 events	417 participants
Big Lake Teens	5 events	58 participants
Book Club	2 events	16 participants
Total Programs:	15 events	531 total participants

Use of Facility for Community/Other Functions

Strong Women	7 events	61 participants
Fiber Arts	5 events	45 participants
Pathfinders	3 events	12 participants
Musk Ox Demo	1 event	4 participants
Writer's Workshop	1 event	2 participants
Mike Alexander	1 event	6 participants
Child Car Seat Check	1 event	26 participants
Total Events:	19 events	156 total participants

Computer Usage:	941 users
Wi-Fi Usage:	551 users
Job Service Computer Usage:	8 users
Total Computer Use:	1,500 users

Reference Questions Answered: 90

Interlibrary loan requests filled:

Incoming - 9
Outgoing - 5

Volunteers: 6

Volunteer Hours: 48

Lottie, Jade, Camille, Maddy, Amanda and Scarlett.
They helped with the summer reading program.

Community Work Service: 0 **Hours** 0

Monthly Patron Count: 6,221

Sutton Public Library:

Programs: *(These are reoccurring, planned programs, put on by library staff)*

Preschool Summer Story Hour	4 events	60 participants
Summer Reading Program	4 events	164 participants
Teen Events	4 events	55 participants
Total Programs:	12 events	279 total participants

Library Events: *(These are non-reoccurring events put on or sponsored by the library)*

Sutton Community Concert Series (Nick Jaina)	1 event	39 participants
Total Events:	1 events	39 participants

Use of Facility for Community/Other Functions: *(These are events, programs, meetings, etc. that are held at the library, and are not run by library staff)*

Sutton Community Council	1 mtg.	16 participants
Alpine RSA Meeting	1 mtg.	5 participants
Friends of the Sutton Library	1 mtg.	7 participants
Mat-Su Health Foundation	1 mtg.	5 participants
Total Events:	4 events	33 participants

Computer Use:

Library Computers:	337 users
Wi-Fi Usage:	193 users
Job Service Computer Usage:	0 users
Total Computer Use:	530 users

Reference Questions Answered: 10

Interlibrary loan requests filled:

Incoming - 1
Outgoing - 0

Volunteers: 3 (2 teens for concert set-up, Susie S. for Summer Reading.)

Volunteer Hours: 6

Community Work Service: 0 Hours 0

Monthly Patron Count: 2,250

Talkeetna Public Library: Staff, children, and adults have all had great fun this summer with the Summer Reading Program. Children’s programs this month included croquet, a mountain climbing demo, and dancing when everyone danced through the library. The last program of the summer was Firefighter Olympics with the local volunteer firefighters helping the children go through various feats. After all the activity, everyone celebrated with ice cream sundaes. Teens were at the end of their program as well, with several of them providing the correct accusation for “Who did it!”

Programs:

Summer Reading Program (various as noted above)	4 programs	289 participants
Yoga for Kids	8 programs	164 participants
Total Programs:	12 programs	453 total participants

Library Events:

Tests proctored	3 events	3 participants
Child car seat check	1 event	12 participants
Total Events:	4 events	15 participants

Use of Facility for Community/Other Functions: *(These are events, programs, meetings, etc. that are held at the library, and are not run by library staff)*

Talkeetna Community Council	1 event	52 participants
Denali Arts Council	1 event	9 participants
Friends of the Library	1 events	7 participants
Talkeetna Community Council Main Street Spud	1 event	18 participants
Talkeetna Parks Advisory Committee	1 event	12 participants
Summer lunch program	20 events	62 participants
Alcoholics Anonymous	5 events	Anonymous
Total Events:	30 events	160 + participants

Computer Use:

Library Computers:	420
Wi-Fi Use:	1135
AWE Use	135
Job Service Computer Usage:	9
Total Computer Use:	1699

Reference Questions Answered: 208

Interlibrary loan requests filled:

Incoming -	16
Outgoing -	14

Volunteers: 45
Volunteer Hours: 95

Monthly Patron Count: 5067

Trapper Creek Public Library: July highlights brought a visit from the local firefighters & rescue crew with Firefighter Olympics being the activity for the day. Art & color were explored in a T-Shirt Tie Dye activity. Summer readers were rewarded for hours spent reading and visiting the library.

Programs:

Book Club	1 event	3 participants
Summer Reading	4 events	87 participants
Total Programs:	5 events	90 total participants

Use of Facility for Community/Other Functions:

Trapper Creek Library Board	1 event	5 participants
Total Events:	1 event	5 total participants

Computer Use:

Library Computers:	208 users
Wi-Fi Usage:	195 users
Job Service Computer Usage:	N/A
Total Computer Use:	403 users

Reference Questions Answered: 51

Interlibrary loan requests filled:

Incoming - 3
Outgoing - 1

Volunteers: 8
Volunteer Hours: 20

Community Work Service: 0 **Hours** 0

Monthly Patron Count: 706

Willow Public Library: July is Summer Reading and tourists and getting organized.

Programs: *(These are reoccurring, planned programs, put on by library staff)*

Summer Reading Program	4 events	275 participants
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Total Programs:	4 events	275 total participants
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Library Events: *(These are non-reoccurring events put on or sponsored by the library)*

4th of July Parade	1 event	238 books handed out to kids along parade route 30 performers/participants
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Total Events:	1 events	30 total participants
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Use of Facility for Community/Other Functions: *(These are events, programs, meetings, etc. that are held at the library, and are not run by library staff)*

AM Book Club	1 event	6 participants
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Better Breather's Club	1 event	4 participants
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Total Events:	2 events	10 total participants
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Computer Use:

Library Computers:	419 users
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Wi-Fi Usage:	844 users
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Total Computer Use:	1263 users
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Reference Questions Answered: 64

Interlibrary loan requests filled:

Incoming - 8

Outgoing- 22

Volunteers: 40

Volunteer Hours: 100

Community Work Service: 0 **Hours** 0

Monthly Patron Count: 3007

Total Registered Patrons	12,349	
Total Mat-Su Borough Resident Patrons	9,518	77% of Palmer patrons are Mat-Su Borough Residents
Total City of Palmer Resident Patrons	2,831	
New Library Users	92	

Statistics:

Patron Visits/Count	9,621				
Reference Questions	1,064				
Library Computer Sessions	1,534				
Website hits	117,106				
WIFI Sessions	1,095			(Issues month of July the WIFI modem)	
Circulation(PPL items)	12,607				
Circulation	11,834			(JLC items checked out to Palmer Patrons)	
Magazine circulation	439				
Take Home Paperbacks	205				
Inter Library Loans:	11	Incoming	10	Outgoing	OCLC website does not have July stats.
Volunteers	38	Volunteer Hours	368		

Programs:

Children’s Programs	17	Events	946	Participants
Class Visits	1	Events	14	Participants
Young Adult Programs	3	Events	39	Participants
Adult Programs	2	Events	8	Participants
Total Library Programs	23	Events	1,007	Participants

Community Events	10	Events	446	Participants
Total Programs and Community Events	33	Events	1,453	Participants

Summer Reading Program (SRP) started June 6th

After taking a brief break to recognize the 4th of July holiday, Summer Reading Program at the Palmer Library was back in action during the month of July. Our enrollment stands at 1,351...that’s 332 adults, 280teens, and 739 children who have registered and participated in our programs over the past few weeks. Our weekly programs continue. We had the pleasure of hosting our first-ever Summer Reading Fun Run on July 14th. It was a fantastic success! We teamed up with Healthy Futures to offer a 1-mile race around the library neighborhood. 82 kids and 56 adults joined us for a day of fun and fitness. Teens were treated to a movie and pizza night earlier in the month and we were thrilled to connect with the Mariner’s Museum out of Virginia for a OWL video conference presentation on the history of pirates. It was awesome! We were able to discuss pirate lore and well as facts. Kids and adults alike enjoyed this program, with over 75 people in attendance.

Summer Reading at the Palmer Library culminated in a festive bash. On Thursday, July 28th, nearly 300 readers joined us in celebrating their literacy efforts over the summer. Party goers were treated to a photo booth, bounce house, crazy hair, face painting, crafts, a picnic and more! Traffic at the party moved well and participants were kept in a festive mood thanks to the assistance of our teen volunteers. We would not be able to offer the fun we do without the support of local civic organizations. Special thank you to our local Kiwanis Club, Lions Club, Matanuska Masons, Beta Sigma Psi, and FRIENDS of the Palmer Public Library.

Postage: Total \$311.93 with 195 items mailed

Bills: \$56.35 Bills sent 115

ILLs: \$ 45.20 ILLs 16

JLC items: \$206.46 JLC items sent 56

Misc: \$ 3.92 items sent 8 (returns, thank you notes, funding requests, etc..)

Total Totes sorted 201

140 MSLN Mat Su Library Network Libraries (7 libraries)

88 MSB (MSB 5 Libraries) 52 Wasilla

Total JLC Totes sorted 61 These are totes with PPL items going between JLC libraries.