

MATANUSKA-SUSITNA BOROUGH LIBRARY BOARD

Chairperson – Janel Gagnon- Palmer
Vice Chair – Marci Hawkins - Sutton
Secretary – Deena Carlos - Wasilla

VACANT – Trapper Creek
Carol Goltz - Willow
Jennifer Rinaldi - Big Lake

Diane Holl-Rambo – Talkeetna
Bonnie Cavanaugh – At Large 1
Maire Rhode – At Large 2

AGENDA

REGULAR MEETING Trapper Creek Public Library

**May 20, 2017
10:00 A.M.**

- I. CALL TO ORDER
- II. ROLL CALL – DETERMINATION OF QUORUM
- III. APPROVAL OF AGENDA
- IV. PLEDGE OF ALLEGIANCE
- V. MINUTES OF PRECEDING MEETING
 - A. April 15, 2017
- VI. BOROUGH STAFF REPORTS
- VII. PERSONS TO BE HEARD / AUDIENCE PARTICIPATION – 3 minutes per person
- VIII. NEW BUSINESS
 - A. Discussion of Library Board presentation to the Assembly in September
- IX. UNFINISHED BUSINESS
 - A. Follow up of the May 16th Library Board presentation to the Assembly
- X. CORRESPONDENCE
- XI. MEMBER COMMENTS
- XII. NEXT MEETING
 - A. August 19, 2017 – Talkeetna Public Library
- XIII. ADJOURNMENT

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DRAFT MINUTES

REGULAR MEETING Big Lake Public Library

**April 15, 2017
10:00 A.M.**

I. CALL TO ORDER

Meeting was called to order at 10:02 am

II. ROLL CALL-DETERMINATION OF QUORUM

- A. Members present and establishing a quorum were: Janel Gagnon, Marci Hawkins, Carol Goltz, Jen Rinaldi, Maire Rhode, Deena Carlos, Diane Holl-Rambo
Members Absent and Excused: Bonnie Cavanaugh
Staff Present: Jo Cassidy, Big Lake Librarian

III. APPROVAL OF AGENDA

MOTION: Ms. Holl-Rambo motioned, Ms. Rinaldi 2nd, to approve the agenda. Agenda approved as written.

IV. PLEDGE OF ALLEGIANCE

V. MINUTES OF PRECEDING MEETING

- A. March 18, 2017

MOTION: Ms. Rhode motioned, Ms. Hawkins 2nd, to approve the minutes.

VI. BOROUGH STAFF REPORT

Jo Cassidy reported:

- Friday's east egg hunt at park next door was a huge success.
- June 8-27 summer reading program, 1-2pm with provided lunch; all youth 18 and younger invited
- Late fees can be paid on-line now, borough-wide; very convenient for all
- All libraries closed May 29, 2017
- The Big Lake Library's 15th anniversary upcoming; community bbq on June 8 sponsored by the advocates.
- Jo on vacation month of May
- Current programs –
 - BLT's (Big Lake Teens) very active in their programming
 - STEAM (sci-tech-eng-art-math) for 11-14 year olds
 - Adults - upcoming fish canning and food presentation
- Discussion of FB and web pages for the libraries; room for improvement; everyone please "like"!

VII. PERSONS TO BE HEARD

None

VIII. NEW BUSINESS

A. May 16th Library Board presentation to the Assembly

- Suggestion to add Neal Fried quote of statistics for the Valley
- Patron quotes are powerful; gather more from all libraries
- Group of schoolchildren singing Library Song to be saved for September presentation to the Assembly; discussion to present to the Borough Assembly twice a year— September and April
- MOTION: Ms. Goltz motioned to approve presentation schedule, to approve current power-point direction, and to invite schoolchildren to perform at September presentation, Ms. Rinaldi 2nd. All in favor.

B. Letter of Support for Willow Library Project

MOTION: Ms. Rinaldi motioned to approve and send to Ms. Irsik for completion of letterhead, Ms. Holl-Rambo 2nd. All in favor.

IX. UNFINISHED BUSINESS

A. Library Board Handbook – continued discussion from March 18th meeting.

- Page 4 – Vice Chair
 - Section A - change “their” to **his/her**
 - Section B - change “assigns” to **requests**
 - Section F - change “prepare” to facilitate updating and after “member” place, **as needed**.
- Page 4 – Secretary
 - Section A - delete “/or”
 - Section C - replace “directed” with **requested**
- Page 4 – Committees
 - Replace title of this section to **Procedural Considerations for Utilization of Committees**
- Page 5 – Board Responsibilities
 - In all sections strike “and update”
 - Section 2(a & b) - strike “every three years”
 - Ms. Rhodes will confer with Ms. Irsik about time specification “every three years”

X. CORRESPONDENCE

- Two cards were signed by all: Ann Congratulations on Retirement and Virginia Richey, sympathy card. Noted that we would like to sign cards for Ms. Richey and Ms. Robson for their service and involvement at May’s meeting.

XI. MEMBER COMMENTS

- Ms. Holl-Rambo reported that Talkeetna’s lunch programs are in full swing for summer. The Friends are collaborating with other nonprofits in the area to utilize the library facility. Housing the new librarian will be tough through the summer tourist season. This will be the first time Talkeetna won’t have a homegrown librarian.
- Ms. Goltz reported the Willow Library submitted an application to the Bill & Melinda Gates Foundation asking for funding. They will be presenting to the

Willow Assembly at their budget meeting on behalf of the Library Project. The Library's Zen Tangle class was a great success.

- Ms. Rhodes reported that on April 27th at 6 pm is the Budget Meeting at the Willow Community Center; there is always great attendance and a meal is provided.
- Ms. Gagnon reported Palmer Library's 2-week book sale will be using volunteers. There is a volunteer position open to coordinate the free summer programs at different venues; 1-2 hours on Sundays at 2 p.m., once a month. Classes can be artistic, whatever is of interest.
- Ms. Carlos reported the Wasilla Friends' Book Sale will be July 28th, 29th, and 31st at the Library.
- Ms. Hawkins reported that Sutton's Teen Program is preparing for State Fair Activity; kids' programs are in full swing.
- Ms. Rinaldi reported that Big Lake has a wonderful barrage of programs in full swing and in the works for summer.
- Follow Up Comments...
 - Open House for Ann in Talkeetna is scheduled for Friday, April 28th at Latitude Restaurant, 5-8 pm
 - Ms. Gagnon asked that we add to Next Month's Agenda — Discuss September's Assembly Presentation

XII. FUTURE MEETING

- May 20 – Trapper Creek Public Library

XIII. ADJOURNMENT

- Meeting was adjourned at 11:53 am.

Janel Gagnon, Chair

ATTEST:

Deena Carlos, Board Secretary