

**MATANUSKA-SUSITNA BOROUGH
LIBRARY BOARD**

Chairperson – Ann Yadon – Trapper Creek
Vice Chair – Diane Holl-Rambo – Talkeetna
Secretary – Paige Moore – Big Lake

Palmer – Susan Pougher
Wasilla – Vacant
At Large 1 – Vacant

Sutton – Vacant
Willow – Carol Goltz
At Large 2 – Georgia Knazovich

AGENDA

REGULAR MEETING
Talkeetna Library/OWL hosted Zoom

SEPTEMBER 19, 2020
10: 00 am

- 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 MEETINGS
 - A. January 18, 2020
 - B. February 15, 2020
- VII. BOROUGH STAFF REPORT
 - A. Hugh Leslie
 - B. Librarians
- VIII. PERSONS TO BE HEARD / AUDIENCE PARTICIPATION – 3 minutes per person
- IX. UNFINISHED BUSINESS
 - A. Assembly report – update
- X. NEW BUSINESS
 - A. “Year end” review/ Coming year planning
 - B. Format for future meetings – zoom plus physical location
- XI. ADVOCACY
 - A. Current needs
- XII. CORRESPONDENCE
- XIII. MEMBER COMMENTS

XIV. NEXT MEETING

A. October 17, 2020 – Sutton/plus Zoom if required

XV. ADJOURNMENT

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VACANT - Sutton
Susan Pougher - Palmer
VACANT - Wasilla

Carol Goltz - Willow
Ruth Strong – At Large 1
Georgia Knazovich – At Large 2

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Draft Minutes

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REGULAR MEETING
Big Lake

January 18, 2020
10:00 am

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EXECUTIVE SUMMARY

12 During the January MSBLB meeting, the following actions/discussions occurred:

- 13 • Willow Project updates were reviewed
14 • 2020 Report to the Assembly presentation and discussion dates were put forth
15 • FY2021 budgets were discussed and will be discussed further at February’s
16 meeting
17 • The open slot on the Governor’s Advisory Council was discussed
18 • AK Reads Act and library usage rates were discussed
19

20 I. **CALL TO ORDER**

21 Meeting was called to order at 9:59 am

22 II. **ROLL CALL – DETERMINATION OF QUORUM**

23 Members present and establishing a quorum were: Ann Yadon, Carol Goltz, Diane Holl-
24 Rambo, Paige Moore, Susan Pougher and Georgia Knazovich

25 Excused Absence: Ruth Strong

26 Staff Present: Hugh Leslie – Recreation and Library Services Division Manager

27 Beth Skow – Palmer Librarian

28 Zane Treesh – Wasilla Library Director

29 Guest Present: Robin Treesh

30 III. **APPROVAL OF AGENDA**

31 **Motion:** Ms. Yadon moved to amend the agenda to include under Advocacy: A.
32 Governor’s Advisory Council, B. Alaska Reads Act, C. Thank you from IMLS Director
33 and D. “But Nobody Uses Libraries Anymore”. Also to include under Correspondence:
34 C. Creative Writing Contest, D. Miscellaneous Newsletters.

35 **Motion:** Ms. Holl-Rambo moved to approve the agenda as amended, Ms. Pougher, 2nd.
36 All in favor.

37 IV. **PLEDGE OF ALLEGIANCE**

38 V. **MINUTES OF PRECEDING MEETING**

39 A. November 16, 2019

40 Changes requested were:

- 41 Line 46: thing should be things
- 42 Line 58: have should be has
- 43 Line 64: thing should be things
- 44 Line 73: do something nice for Willow Library Friends
- 45 Line 82: report should be reported
- 46 Line 84: change e words to enrichment, engagement and encouragement
- 47 Line 87: change engage to engagement
- 48 Line 90: service should be services, change e words to engagement, education and
- 49 empowerment
- 50 Line 119: 2019 should be 2020
- 51 **Motion:** Ms. Knazovich moved to approve the minutes as amended, Ms. Holl-Rambo,
- 52 2nd. All in favor.
- 53 **VI. BOROUGH STAFF REPORTS**
- 54 Mr. Leslie reported that the mileage reimbursement forms have been updated for 2020.
- 55 He requested that board members turn them in at every, or every other meeting. Mat Su
- 56 Borough librarians have submitted their budgets. The architectural design firm for the
- 57 Willow Library project should be decided by the next Assembly meeting. Mr. Leslie
- 58 noted the possibility of using a portable building provided by the school district as
- 59 temporary housing for the library.
- 60 Mr. Treesh reported that he has been on the job for seven days and been in training for
- 61 several of them.
- 62 **VII. PERSONS TO BE HEARD / AUDIENCE PARTICIPATION – 3 minutes per person**
- 63 None.
- 64 **VIII. UNFINISHED BUSINESS**
- 65 **A. IT Letter of Support**
- 66 This letter will not be sent.
- 67 **B. FY2020 Report to the Assembly**
- 68 The committee will be using “engagement, education and empowerment” as the three E’s
- 69 of our library system. The committee will provide their final draft at the MSBLB OWL
- 70 meeting in February. The presentation to the Assembly is estimated to be March 17th.
- 71 **Action Item:** Board members should collect stories and pictures from their libraries that
- 72 support the three E’s.
- 73 **Motion:** Ms. Moore moved to table this item until the February meeting, Ms. Holl-
- 74 Rambo, 2nd. All in favor.
- 75 **IX. NEW BUSINESS**
- 76 **A. Handbook Review**
- 77 **Motion:** Ms. Holl-Rambo moved to table this until the February meeting, Ms. Pougher,
- 78 2nd. All in favor.
- 79 **X. ADVOCACY**

- 80 A. Governor's Advisory Council
 81 The Library User Representative position is open. It has a three-year term and is
 82 appointed by the Governor. The position is open to former staff, teachers, friends,
 83 trustees, volunteers and any other library users.
- 84 B. Alaska Read Act
 85 This was introduced by Governor Dunleavy and Senator Begich. This is a statewide
 86 reading program for grades K through 3 to help improve reading outcomes. As of yet,
 87 public libraries have not been included.
- 88 C. Thank you from IMLS Director
 89 New IMLS Director is Crosby Kemper.
- 90 D. "But Nobody Uses Libraries"
 91 Ms. Yadon will share the article "Comparative Role of Modern Public Libraries".
- 92 XI. CORRESPONDENCE
- 93 A. Letter of Thanks
 94 Discussed under Advocacy, C. Thank you from IMLS Director.
- 95 B. FY21 Budget Worksheets
 96 Mr. Leslie outlined how the budgets that are created by each librarian, approved first by
 97 himself and then by Eric Phillips, the Community Development Director. Budgets are
 98 then sent to both the finance department and to John Moosey, the Borough Manager. The
 99 budgets are not seen again until they are brought forth at an Assembly meeting.
- 100 Mr. Leslie noted that unused funds are returned to the non-area-wide fund at the end of the
 101 fiscal year.
- 102 Discussion followed, concerning patrons who use city libraries but pay non-area wide
 103 taxes due to their residential location. Determined unresolvable.
- 104 C. Creative Writing Contest
 105 The deadline is February 5, 2020.
- 106 D. Miscellaneous Newsletters
 107 Issue concerning people entering public offices and filming, claiming First Amendment
 108 rights to do so. There is a concern that patron privacy will be impacted.
- 109 Circulation of hard books is down, but electronic books and audiobooks have increased.
 110 Programming attendance has also increased.
- 111 There is currently a bill in Missouri, due to be voted on that would create a Parental
 112 Review Board for libraries. The bill includes verbiage about criminal prosecution.
- 113 XII. MEMBER COMMENTS
- 114 Ms. Pougher reported the Palmer Library's Bagpipes at Christmas program, put on by the
 115 Friends of the Library, had 150 attendees. In February, the Palmer Library Friends are
 116 sponsoring the Mat Su Symphony to come play at the Palmer Train Depot. Next meeting
 117 for them is February 20th.
- 118 Ms. Yadon reported that the Trapper Creek change of hours seems to be working well
 119 and that afterschool programming is also going well.

120 Ms. Knazovich reported that the Wasilla Library's book sales have gone up.
121 Ms. Goltz reported that the Association is looking into liability insurance, although it
122 may be covered under their 501c3 status.

123 Ms. Holl-Rambo reported that Talkeetna programming is going well, the Senior Matinee
124 program is ongoing and the cookie decorating at Christmas was well attended. Coming in
125 March is the birthday of the Talkeetna Library. The K through 3 mentoring program
126 consistently has 14-16 kids in attendance. The transit authority provides transportation as
127 the school busses cannot maneuver properly in the library parking lot.

128 Ms. Moore reported that since there is a new contact in IT specifically for the libraries,
129 things have been going well. Programs are going well. A new custodian has finally been
130 hired and thanks to on-call staff who have stepped in in the interim. The final picture that
131 fell during the earthquake has been put back up. One camera had a fly larvae inside it,
132 which was visible on the camera and was dubbed "Larry the Larvae". The company who
133 maintains the cameras came to clean it out and seal the hole where the fly had gotten in.

134 XIII. NEXT MEETING
135 A. February 15, 2020 - OWL
136 XIV. ADJOURNMENT
137 Motion: Ms. Knazovich moved to adjourn the meeting, Ms. Holl-Rambo, 2nd. All in
138 favor. Meeting adjourned at 11:53 am.

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2 LIBRARY BOARD

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4 Vice Chair — Diane Holl-Rambo — Talkeetna Susan Pougher - Palmer VACANT — At Large 1
5 Secretary — Paige Moore - Big Lake VACANT - Wasilla Georgia Knazovich — At Large 2

6 **DRAFT MINUTES**

7 **REGULAR MEETING**
8 **Big Lake**

February 15, 2020
10:00 A.M.

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10 **EXECUTIVE SUMMARY**

11 During the February MSBLB meeting, the following actions/discussions occurred:

- 12 • Handbook was approved as it stands.
- 13 • Resolution 20-01 in support of the Recreation and Library Services Division
- 14 annual budget for libraries for FY21 approved.
- 15 • Advocacy discussion included proposed cut of funding for IMLS, Alaska
- 16 Counts Census information, and Ebooks for all update.

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19 **I. CALL TO ORDER**

20 **II. Meeting called to order at 10:04 am.**

21 **III. ROLL CALL — DETERMINATION OF QUORUM**

22 **A. Members present and establishing a quorum were: Ann Yadon, Carol Goltz, Diane**

23 **Holl-Rambo, Paige Moore, Susan Pougher**

24 **Excused absence: Georgia Knazovich**

25 **Staff present: Hugh Leslie, Recreation and Library Services Manager**

26 **Beth Skow: Palmer Librarian**

27 **Juli Buzby: Sutton Librarian**

28 **Jo Cassidy: Big Lake Librarian**

29 **Julie Mitchell: Willow Librarian**

30 **Cassidy Owen: Talkeetna Assistant Librarian**

31 **Geri Denkwalter: Talkeetna Librarian**

32 **Zane Treesh: Wasilla Library Director**

33 **IV. APPROVAL OF AGENDA**

34 **Motion: to approve agenda as it stands, Ms. Goltz moved, Ms. Holl-Rambo 2nd.**

35 **All in favor**

36 **V. PLEDGE OF ALLEGIANCE**

37 **VI. MINUTES OF PRECEDING MEETING**

38 **A. January 18, 2020**

39 **Ms. Moore reported that the minutes under review had been altered from the ones she**
40 **submitted. Several areas of discrepancies existed which were determined to be a significant**
41 **change creating inaccuracies in the minutes. Discussion about how to review and correct**
42 **these areas ensued. Ms. Moore stated she would fix the errors and resubmit the notes for**
43 **approval in March.**

44
45 **Motion: to table the review of these minutes until the March meeting, Ms. Moore moved,**
46 **Ms. Holl-Rambo 2nd. All in favor.**

47 VII. BOROUGH STAFF REPORTS

- 48 A. Hugh Leslie, Recreation and Library Services Manager, reported that for FY2021, no
49 reduction of staff and no reduction of any kind are being discussed. Willow project
50 moving forward.
51 B. Beth Skow, Palmer Library Director had nothing to report.
52 C. Zane Treesh, Wasilla Library Director, reported the secondary gate is up and running
53 again. It had been down since the earthquake in November 2018. The library budget is
54 consistent with previous year. A 20 hour per week staff position is being added. The 4
55 story time programs logged over 150 attendees. The Wasilla Library will be working
56 closely with the Wasilla Museum.
57 D. Juli Buzby, Sutton Librarian, reported that they have a new Sutton Library Board
58 Member, Nicole Pease. Programming, like adult programs, every other week game
59 night, and armchair travelers are being added and doing well.
60 E. Julie Mitchell, Willow Librarian, reported that they are deeply into the design process.
61 There will be a public meeting on March 4 from 5pm to 7pm in the Willow
62 Community Center, with refreshments. ECI is the architecture design firm for the
63 project.
64 F. Jo Cassidy, Big Lake Librarian, reported that IT was out to the library to change out
65 switches and IP addresses, OWL had been missed. Several issues since to be worked
66 on.
67 G. Geri Denkwalter, Talkeetna Librarian, reported the library was to host a public
68 speaking class, Census training. Fishing licenses can now be obtained online.

69 VIII. PERSONS TO BE HEARD / AUDIENCE PARTICIPATION —3 minutes per person

70 NONE

71 VIII. UNFINISHED BUSINESS

72 A. FY2020 Report to Assembly

73 Ms. Yadon asked librarians and board members if the direction of the presentation
74 was accurate. Generally, the librarians and board members agreed it was great,
75 and thanked the committee for their hard work. Ms. Moore raised the idea of
76 summarizing some of the larger quotes instead of reading them since they would
77 be on the screen anyway. Ms. Yadon asked for all commentary to be in to her by
78 February 21.

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80 Mr. Leslie informed the board that it items to be added to the agenda of an
81 Assembly meeting should be to the clerk 2 weeks prior.

82 Motion: to proceed in the current direction, Ms. Holl-Rambo moved, Ms. Goltz
83 2nd. All in favor.

84 B. Handbook Review

85 Discussion determined no changes needed.

86 Motion: to approve the handbook as it stands, Ms. Moore moved, Ms. Holl-Rambo
87 2nd. All in favor

88 X. NEW BUSINESS

89 A. Resolution 20-01: in support of the Recreation and Library Services Division annual
90 budget for libraries for FY21.

91 Motion: to approve the resolution as it stands, Ms. Pougher moved, Ms. Goltz 2nd. All in
92 favor.

93 Vote: to approve the resolution, all in favor, Resolution is accepted.

94 XI. ADVOCACY

95 Ms. Yadon reported:

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- Kaktovik is working to repair damages caused by the fire and requests no book donations as of yet.
 - The Ninth Circuit Civics Contest has a deadline for submission of March 25, 2020. Of note, Alaskan students won first prize in 2017 and 2019.
 - There is a new OWL support technician, Kyle Williams.
 - The federal 2021 budget has once again deleted funding from IMLS and other library -eligible education programs. In Alaska alone, the IMLS distributes nearly \$1M to the Alaska State Library for grant-funded projects such as the 800#ILL Backup, Alaska Mail Services, the Ready-to Read Resource Center, purchases of databases on SLED, CE grants, and many other activities that benefit libraries across Alaska. The advocacy package that was mailed includes a petition that you may sign if you wish and also to forward to other advocates for libraries. That petition is a function of EveryLibrary.org, which is a 501(c)4 organization. Advocates may also directly contact their legislators if so desired to ask that funding be restored to IMLS.
 - Alaska Counts sent an email from Daniel Cornwall about the first official PSA (public service announcement). The email lists several benefits of participating in the census which may be worth sharing with others.
 - The Rhode Island Library Association contacted their representative and met with him to explain how harmful the publishers' restrictions on eBooks was for Rhode Islanders. The US House Subcommittee on Antitrust, Commercial, and Administrative Law asked ALA to contribute to their investigation into competition in the digital marketplace.

124 XII. CORRESPONDENCE

125 NONE

126 XIII. MEMBER COMMENTS

127 Ms. Yadon reported that Talkeetna's change in hours on Saturday has worked well.
128 Programming also doing well.

129 Ms Moore reported that Big Lake's programs are doing well and that a recent Craft
130 Day activity of making playdough without cooking or hot water was a huge success.

131 Ms. Goltz reported that they have had their third design meeting. There will be an
132 open house March 4, with ECI facilitating. Thanks given to Talkeetna Library for the field
133 trip of members of the Association, a great time was had by all attendees. The Association
134 is still looking into insurance information. Question raised about thank you cards for
135 members who have termed out or resigned, Ms. Yadon agreed that thanking past members
136 was a good idea and would be discussed at next meeting.

137 Ms. Pougher reported that Palmer is a busy library. Friends of the Library and Staff
138 have created a Saturday reading time for kids presented by community members, with
139 firefighters, mushers and the like invited to present. The fund raiser of the Symphony at
140 the Train Station made close to \$900 for the Friends of the Library.

141 Ms. Holl-Rambo reported that the Librarian for Talkeetna has a radio program that
142 discusses book clubs, programs and has people lined up to interview

143 XIV. NEXT MEETING

144 A. March 21, 2020—Palmer

145 XV. ADJOURNMENT

146 MOTION to adjourn Ms. Pougher moved, Ms. Moore 2nd. All in favor. Meeting
147 adjourned at 10:55am .