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**Minutes  
LIBRARY ADVISORY BOARD  
September 14, 2009**

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**Minutes of the Library Advisory Board recorded at 7 p.m. on September 14, 2009, in the Connections Classroom at the Tempe Public Library, 3500 S. Rural Road, Tempe, AZ.**

**(MEMBERS) Present:**

Kirk Deem, Chair  
Cyndi Newburn, Vice Chair  
Jeanette Daane  
Patricia DeGraaf  
Kathy Hayden

**(MEMBERS) Absent:**

Paul Hubbell  
Ira King

**City Staff Present:**

Adrienne Richwine, Deputy Community Services Manager - Library & Cultural Services Division  
Sherry Warren, Library Supervisor  
Clay Workman, Library Supervisor  
Cecelia Pinkston, Management Assistant - Community Services Department

**Guests Present:**

Jan Nicpon, President - Friends of the Library

**Meeting convened at 7 p.m.**

**Agenda Item 1 – Call to Order**

- Kirk Deem called the meeting to order at 7 p.m.
- Deem asked everyone to introduce themselves.

**Agenda Item 2 – Approval of the May 4 Board Minutes**

**MOTION:** Kathy Hayden moved to approve the minutes.  
**SECOND:** Jeanette Daane seconded.  
**DECISION:** Minutes approved.

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**Agenda Item 3 - Monthly Activity Reports for June and July, 2009**

- Clay Workman stated that encouraging activity reports reflect that door counts for the period were up 13.5% even with the renovation in progress.
- Circulation was slightly down due to weeding of the collection.
- Programming is down due to the renovations.
- Computer usage is down due to fewer computers; however, additional computers are available for use at the computing centers at the Escalante Center and North Tempe Multigenerational Center.

**Agenda Item 4 – Library Update - Adrienne Richwine, Deputy Community Services Manager - Library & Cultural Services Division**

- Ms. Richwine announced that beginning in Oct.; the interim staff contact for the Library Advisory Board will be Rachael Peterson, Cultural Services Division Administrative Assistant.
- Richwine polled the members regarding receiving the meeting packets via email and moving the meeting time to 6:30 p.m.; all members agreed that they would prefer to receive packets via email and begin the meetings at 6:30 p.m.
- Richwine updated the board on the present open positions. She is working with HR to have the Library Administrator position open soon. An additional librarian position opened this week. There will likely be more reorganization in the future. Cyndi Newburn asked for an updated organization chart and Ms. Richwine indicated that although positions are still changing, she would provide an org. chart to the board.
- Ms. Richwine stated that the Merger Committee, a committee of combined employees of both Cultural Services and the Library, is working on a purpose statement for the combined departments and then the workgroups will do the same. The committee is working on creative ways to interface on many projects. They will also be instrumental in ways to promote the Campus of Culture. The first event will be the Museum opening in February.
- Richwine made announcements of many events that will be taking place this fall and encouraged the board to support them. A few of the events are Play Day at Kiwanis Park, Gallery at TCA featuring AZ Children's Book Illustrators until Sept. 19, Ballet in the Park, Walk in Wednesdays at TCA and many book discussion groups.
- Kirk Deem asked if there will be a merger of the three boards; Library, Municipal Arts Commission and Museum. Ms. Richwine indicated that each board serves very different functions so she does not anticipate a merger but sees many opportunities for collaboration.
- Jan Nicpon, Friends of the Library President, said that group had collaborated with the Friends of TCA to help with the opening of the AZ Children's Book Illustrators exhibit at TCA and it was very successful.

**Agenda Item 5 – Library Construction Update-Clay Workman**

- Clay Workman briefed the board on the current progress of the Library renovation project. Workman said that the architects and construction company were very cooperative and everything was going very well.
- Workman reported that the work was on schedule.
- Workman also reported that probable sources of the dampness on the lower level have been identified and the construction company has started work on the solutions.

- Mr. Workman said that bids for flooring, furniture and audio visual equipment had come in very favorably. Any cost savings will go back into the budget.
- Ms. DeGraaf asked what was done with the old furniture. Mr. Workman said that other city departments were given first chance to take what they needed and then the city's surplus vendor picked up any other pieces that were usable.
- Mr. Workman showed pictures of the progress on the work downstairs.

#### **Agenda Item 6 - Summer Reading Program-Sherry Warren**

- Sherry Warren reported that the summer reading program was very unique due to the renovations. All youth programs were moved to the Escalante and North Tempe Multigenerational Centers. Even with all of these changes, children and their parents participated in the summer reading program and other programming.
- Ms. Warren stated that 4,497 children participated in the summer reading program and 2,373 completed it. There was a decrease in participants which directly reflects the lack of programming in the main library. Attendance for children's programming at both of the centers was 5,527 children.
- The teen program, "Express Yourself," had 341 registered participants with 186 finishing the program. There were ten teen programs held at Escalante in June and July with 136 teens attending.
- 310 patrons registered for the second year of the adult reading program.

#### **Agenda Item 7 - Friends of the Tempe Public Library Report - Jan Nicpon**

- Jan Nicpon stated that there are several changes in the Friends of Tempe Public Library organization. The Boards of Connections and Friends have merged into one organization and elected new officers. This combined entity will be the Friends 501(c) (3) that will be fiscally responsible for the Connections program, the café and the new bookstore. Rebecca Bond has been retained as Friends Executive Director to oversee the bookstore, café and Connections programming.
- Ms. Nicpon said that to accommodate the growing pains of the Friends organization, they need to expand the membership to 350 members.
- Ms. Nicpon said that there will be changes to the book donation drop boxes and that the organization will be seeking ways to increase book donations and solicit corporate sponsors.

The next meeting is scheduled for 6:30 p.m. on October 5, 2009 in the Tempe Public Library Board Room.

**Meeting adjourned at 8:30 p.m.**

Prepared by: Cecelia Pinkston

Reviewed by: Adrienne Richwine

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Authorized Signature  
Position/Title