



**Minutes
LIBRARY ADVISORY BOARD
April 6, 2011**

Minutes of the Library Advisory Board (LAB) recorded at 6:30 p.m. on April 6, 2011, within the Tempe Public Library's lower-level Meeting Room B, 3500 S. Rural Road, Tempe, AZ.

(MEMBERS) Present:

Kirk Deem, Chair
Paul Hubbell, Vice Chair
Patricia (Trish) DeGraaf
Dawn Thacker
Johnny Tse
Kurtis Zinger

(MEMBERS) Absent:

None

City Staff Present:

Rachael Peterson, Administrative Assistant - Library & Cultural Services Division
Adrienne Richwine, Deputy Director - Library & Cultural Services Division
Sherry Warren, Manager - Tempe Public Library

Guest(s) Present:

Lupe Camargo, President - Friends of the Tempe Public Library

Agenda Item 1 - Call to Order

- Kirk Deem, Library Advisory Board Chair, called the meeting to order at 6:30 p.m.

Agenda Item 2 - Approval of the Feb. 2, 2011, Library Advisory Board Meeting Minutes

- **MOTION:** Kurtis Zinger moved to approve the Feb. 2, 2011, Library Advisory Board Meeting Minutes.
SECOND: Paul Hubbell, Library Advisory Board Vice Chair, seconded.
DECISION: Feb. 2, 2011, Library Advisory Board Meeting Minutes approved.

Agenda Item 3 - Library Report

- Adrienne Richwine, City of Tempe Community Services Department Deputy Director - Library and Cultural Services Division, reported that the *East Valley Tribune* named the Tempe Public Library (Library) “The Best Place to Soak-Up Knowledge” in its 2011 Best of the East Valley ‘People and Places’ award category. Richwine further reported that in lieu of a public award presentation, Library staff members will accept official recognition from the *East Valley Tribune*.
- A. Richwine encouraged the Library Advisory Board (LAB) members to attend one of two scheduled Tempe Budget Community Forums. Richwine acknowledged the following forum times, dates and locations:
 - 6 p.m., April 12, South Tempe Police Substation (8201 S. Hardy Drive);
 - 6 p.m., April 19, City Council Chambers (31 E. Fifth Street).Richwine further explained that the City of Tempe is currently planning for balanced operating budgets, as well as looking ahead to ensure future financial stability. Richwine reminded the LAB members that they are invited to submit ideas and questions to the City of Tempe via an electronic comment form available at www.tempe.gov/budgetplan.
- A. Richwine reported that she attended a City of Tempe Boards and Commissions recognition reception, as well as the dedication ceremony of the Sandra Day O’Connor House on March 8 on the grounds of the Arizona Historical Museum and Sandra Day O’Connor House. Richwine stated that the reception was well-attended, and that the dedication ceremony did feature a guest appearance by the honorable Sandra Day O’Connor. Richwine further thanked the LAB members for attending the reception, as well as thanked the members for their continued service to, and support of, the LAB, the Tempe Public Library and the City of Tempe.
- A. Richwine reported that the Greater Phoenix Digital Library Consortium met to discuss an updated agreement between publisher *HarperCollins* and its e-book distributor, *OverDrive*. Richwine explained that all *HarperCollins* e-books will be licensed for checkout 26 times.
- Paul Hubbell, LAB Vice Chair, inquired if the Tempe Public Library (Library) continues to purchase paperback books; A. Richwine affirmed that the Library continues to purchase paperback books for its patrons.
- A. Richwine noted that State of Arizona District 17 Representatives P. Ben Arredondo, Ed Ableser and David Schapira are scheduled to hold a meeting at the Tempe Public Library (Library) at 11 a.m. on April 9. Trish DeGraaf inquired about the security that will be present within the Library and on the Library complex during the meeting. Richwine reported that G4S (Wackenhut Security) security teams will be present during the event; A. Richwine added that the security teams have direct access to the Tempe Police Department via radio.
- A. Richwine announced that the Tempe Public Library (Library) is playing host to the opening of the City of Tempe’s Section 8 Housing Program Waitlist Application Process beginning April 11; A. Richwine noted that Section 8 accepts waitlist applications every three (3) years. Richwine added that the Section 8 Housing Program Waitlist Application Process is electronic; A. Richwine confirmed that the Library has granted access of its lower-level computer lab to Section 8 on April 11.
- A. Richwine encouraged the LAB members to attend a scheduled visit by author Carolyn Hart to the Connections Café Program Room at 3:30 p.m. on May 9. Richwine stated that C. Hart will discuss her novel, “Dead by Midnight.”

- A. Richwine further encouraged the LAB members to attend a family program for ages 12 and older titled, "Sew... You Like to Read?" Richwine explained that the book discussion and crafting group's participants may read and bring a book appropriate to their own reading level, as well as a needlework or hand-crafting project. Richwine added that the program is scheduled to occur at 6 p.m. on the first Thursday of every month within the Tempe Public Library's lower-level Meeting Room B.
- A. Richwine announced that the Salt River Project's (SRP) Kill a Watt meter, part of its *Energy Analyzer Program*, may be checked-out by current Tempe Public Library (Library) card holders at the Library's main level Computer Commons Help Desk with an updated Tempe Public Library Card. Richwine explained that by using SRP's Kill a Watt meter, Library patrons may learn how much energy their home appliances use, as well as how to conserve energy and save money on their monthly bills.

Agenda Item 4 - Jan. and Feb., 2011

- No report. Adrienne Richwine, City of Tempe Community Services Department Deputy Director - Library and Cultural Services Division, encouraged the Library Advisory Board (LAB) members to view the Jan. and Feb., 2011, statistics reports prepared by Clay Workman, Tempe Public Library Operations Manager, included within the LAB meeting packets.
- A. Richwine acknowledged the following noticeable trends on both reports:
 - Increased use of electronic resources;
 - Increased patron cards and registrations.

Agenda Item 5 - Report: Summer Reading Programs; Youth, Teen and Adult

- Adrienne Richwine, City of Tempe Community Services Department Deputy Director - Library and Cultural Services Division, introduced Sherry Warren, Tempe Public Library Manager, and welcomed S. Warren to the meeting.
- S. Warren distributed information related to Tempe's Youth, Teen and Adult Summer Reading Programs to the Library Advisory Board (LAB) members. Warren explained that all program materials are drafts; S. Warren added that the Maricopa County Library District, including the Tempe Public Library, is currently working with a Scottsdale marketing organization to develop eye-catching and innovative marketing material to promote the Valley's various summer reading programs.
- S. Warren expressed her appreciation to the Friends of the Tempe Public Library (Friends of the Library) for its assistance with the promotion of the Library's summer reading programs.
- S. Warren acknowledged the following Tempe Adult Summer Reading Program statistics in 2010:
 - Library staff registered 200 adults for its program;
 - 1200 book review/entry forms were received for the program;
 - 150 participants won gift cards in a raffle as a result of their participation.
- S. Warren acknowledged the following Tempe Youth and Teen Summer Reading Program statistics in 2010:
 - Library staff distributed reading logs to 4368 children;
 - 3245 children completed reading logs;
 - While country-wide summer youth reading program participation decreased, Tempe Library staff noted an overall increase in program completion;

- 3416 youth and adults attended Tempe Library story times and craft programs in June and July (2010);
- 357 teens participated in Tempe's Teen Reading Program; 168 teens completed the program.
- Lupe Camargo, Friends of the Tempe Public Library President, inquired about the registration process for Tempe's summer reading programs. Sherry Warren explained that Sarah Kaufman, Tempe Youth Librarian, is heading-up the promotion and direction of Tempe's Youth and Teen Summer Reading Programs. Warren added that Tempe librarians are facilitating outreach programs within Tempe schools as a means to encourage Tempe's Summer Reading Program participation.

Agenda Item 6 - Report: Friends of the Tempe Public Library

- Lupe Camargo, Friends of the Tempe Public Library President, reported that the Executive Board to the Friends of the Tempe Public Library met recently; L. Camargo added that Tracy Hokaj, Tempe Librarian, is now serving as a liaison to the Friends of the Tempe Public Library (Friends of the Library) on behalf of the Tempe Public Library's staff members.
- L. Camargo announced that the Friends of the Library will play host to a book sale on May 21 in conjunction with the start date of Tempe's Adult Summer Reading Program.
- L. Camargo stated that the Friends of the Tempe Public Library (Friends of the Library) intends to hold a board meeting on May 21 at the Tempe Public Library (Library); L. Camargo reported that the Friends of the Library may extend an invitation to Library volunteers, staff and Library Advisory Board (LAB) members, to attend the meeting. Camargo added that the meeting may feature instruction and tastings by the coffee service vendor to the Connections Café, as well as live music.
- L. Camargo reported that one of the goals of the Friends of the Library is to demonstrate to its members that their membership has value. Camargo stated that the Friends of the Library discussed additional food and beverage tasting opportunities facilitated by the vendor to the Connections Café.
- L. Camargo reminded the LAB members that Rob Moore left his position as Friends of the Library Book Store Manager; L. Camargo acknowledged and praised R. Moore's efforts to facilitate the operation of the Friends' Book Store, as well as to establish a revenue-generating online book sales tool for the Friends of the Library.
- L. Camargo announced that in lieu of a dedicated book store manager, the Friends of the Library hired Jolene Gosling to manage its online sales; L. Camargo added that the book store within the Tempe Public Library will continue to operate under the direction of Friends of the Library volunteers.
- L. Camargo stated that J. Gosling will facilitate the online sale of books on behalf of the Friends of the Library approximately 25 to 30 hours per week. Camargo further reported that the Friends of the Library intends to purchase updated software as a means to streamline its online book sales, and to sell books utilizing multiple platforms.
- L. Camargo acknowledged that the Friends of the Library will contract with Rob Moore, former book store manager, to install the updated online sales software, and to train members of the Friends of the Library in relation to its use.
- L. Camargo noted that one of the most attractive features of the updated online sales software is its ability to evaluate the market value of book donations for resale more efficiently.

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- L. Camargo stated that the Friends of the Library continues to promote its online book store; Kurtis Zinger inquired about the possibility of promoting the Friends of the Library through social networks and Twitter. Camargo confirmed that the Friends of the Library does utilize *Facebook* and *Twitter*; L. Camargo added that the Friends of the Library has approximately 200 *Twitter* followers.
 - L. Camargo reported that the Friends of the Library hopes to focus more of its efforts on the Tempe Public Library's campus in 2011; L. Camargo discussed the possibility of the Friends of the Library developing partnership programs with Kiwanis, as well as with the Friends of the Tempe Center for the Arts. Camargo further stated that she will continue to serve as President of the Friends of the Tempe Public Library in 2011.

Agenda Item 7 - Board Members' Announcements

- Kirk Deem, Library Advisory Board (LAB) Chair, announced that the LAB has two vacant membership positions. Deem encouraged the LAB members to contact possible board members and encourage them to submit an application to the City of Tempe City Clerk's Office.
- Dawn Thacker reported that she will teach field rhetoric courses within the Connections Café Program Room at the Tempe Public Library in conjunction with the Osher Institute for Lifelong Learning.

Agenda Item 8 - Adjournment

- Meeting adjourned at 7:50 p.m.

The next meeting of the Library Advisory Board is scheduled to take place at 6:30 p.m. on Wed., May 4, within the Tempe Public Library's lower-level Meeting Room B, 3500 S. Rural Road, Tempe, AZ, 85282. ***Meeting Cancelled***

Prepared by: Rachael Peterson

Reviewed by: Adrienne Richwine

Kirk Deem
Library Advisory Board Chair