



Library Commission Minutes

Wednesday, March 4, 2026 6:00 p.m.

Harrigan Centennial Hall

Members: Chair – Sandra Fontaine, Vice Chair – Jeff Budd, Secretary – Margie Esquiro,
Callie Simmons, Rachel Worthey, Bruce Gazaway
Assembly Liaison: Scott Saline
City Staff: Jessica Ieremia, SPL Director

I. CALL TO ORDER

Chair Sandy Fontaine called the meeting to order at approximately 6:06 p.m.

II. ROLL CALL

Present: Sandra Fontaine, Jeff Budd, Margie Esquiro, Rachel Worthey, Bruce Gazaway

Absent: Callie Simmons (Excused)

Assembly Liaison: Scott Saline (Absent)

Staff Present: Jessica Ieremia

Others: City Staff Sarah Peterson and Holley Bayne

III. AGENDA CHANGES – None

IV. APPROVAL OF MINUTES

A. FEBRUARY 4, 2026

M/S by Gazaway/Worthey to approve the February 4, 2026 minutes.

Motion passed 5 – 0 by voice vote.

V. REPORTS

- **Commissioners:** Margie reported that she has found the original letter sent by the Library Commission to Administrator Leach and the Assembly regarding Library IT concerns. The letter was sent in 2022. Margie is trying to track down the response. She suggested we discuss this at the April meeting.
- Sandy and Jeff announced that this was Jeff's last meeting as Library Commissioner. He will be spending more time out of town with family. Everyone appreciated his service and dedication to the Library all these years.

Commission Training by City Staff:

- Sarah Peterson, Clerk, & Holley Bayne, Deputy Clerk provided the training. They are meeting with all commissions.
- Centennial staff and Jessica will set up and take care of the recordings starting with this meeting.
- Discussion of our meeting room at the Centennial Building. Sarah would like us to meet in a slightly larger room in case we have a large number of members of the public in attendance.
- Library Commission Training packets were handed out. Training included: Commissioners Roles and Responsibilities, Duties, Meeting and Agenda Preparation, and Meeting Process and Agenda Navigation.
- We also discussed Zoom participation, Attendance, Expiring Terms, and the Open Meetings Act.
- Since the City has adopted Robert's Rules of Order we need to follow them also during our meetings.

Assembly Liaison: No report

Friends of the Library Liaison: Jeff Budd reported that the Friends are working on the AKLA silent auction and opening reception. He encouraged everyone to come and view the auction items and then bid online at the Auction. He will no longer be working with the Friends in an official capacity but he still wants to be a part of the yearly Spelling Bee and other activities like the Battle of the Books.

SPL Director, Jess Ileremia

- February numbers are a bit down, but that's normal for the time of year.
- Inside the Library activities continue; even with all the snow. Youth activities include Winter Olympics, Freedom to Read, Teen Advisory Board, Youth Birding Club, Preschool Storytime, and Babies and Books.
- Adult Programs include Books & Brews, Valentine day block printing, Meditation and Sound Bath, Guatemalan Net-Bag Workshop, and Armchair Travels.
- Jess is working with Josh Branthover (Asst. Administrator) instead of Grant on IT issues. So far 1 new computer is ready. There are 6 total new computers that are being set up by Kyle in IT with programs the Library uses. 2 computers are for the Teen Room, and 4 computers are for the Adult Media Room. The PRINCH system that we pay for does not work on the library computers.

VI. PERSONS TO BE HEARD – None

VII. UNFINISHED BUSINESS

B. Alaska Library Conference Association – scheduled for March 26, 27, 28, 2026

- Registration closed and there are approximately 120 attendees signed up.
- Thursday afternoon will kick off the Conference with local fisherman telling stories at the Library and cookies from Delta Kappa Gamma teachers.
- Walk and Whale Watch are scheduled.
- Campfire Kitchen is on board for the appetizers and Mean Queen will handle the bar for the Friday evening Reception. The Sitka Historical Museum will be open during the reception and the MEHS All Star Dance Group will perform .Music by Belly Meat thanks to Jeff.
- Friday/Saturday will include Breakfast, Lunch, and Snacks through Aramak. Saturday will include Dinner.
- All speakers and sessions are ready to go.

VIII. NEW BUSINESS

C. Room Use Policies

M/S by Esquiro/Gazaway to approve the amended Library Users Policy
Motion passed 5 – 0 by voice vote

IX. PERSONS TO BE HEARD – None

X. ADJOURNMENT

ITEMS for the next meeting's agenda: Unfinished Business= AKLA Conference Report, IT Update

The next regular meeting would be on Wednesday, April 1, 2026 at 6:00 p.m. in Harrigan Centennial Hall.

Hearing no objection, Chair Fontaine called the meeting adjourned at 7:25 p.m.

Attest: Margie Esquiro, LC Secretary