



# Library Commission Minutes

## Wednesday, October 1, 2025 6:00 p.m.

### Harrigan Centennial Hall

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

#### **I. CALL TO ORDER**

Chair Sandy Fontaine called the meeting to order at approximately 6:04 p.m.

#### **II. ROLL CALL**

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

Absent: Callie Simmons (excused)

Assembly Liaison: Scott Saline

Staff Present: Jessica Ieremia

Others: None

#### **III. AGENDA CHANGES - None**

#### **IV. APPROVAL OF MINUTES**

##### **A. September 3, 2025**

M/S by Gazaway/Budd to approve the September 3, 2025 minutes.

Motion passed 5 - 0 by voice vote.

#### **V. REPORTS**

**Commissioners:** Margie reminded everyone that we have a vacancy on the Library Commission

**Assembly Liaison:** Scott Saline reported that he's not getting anywhere on the HVAC system to adjust the airflow; there is no one at the city with refrigeration skills who can do the work on the air exchange system; the carpets were cleaned in February and maybe the next cleaning will help with the smell from trapped moisture; Connor is in charge of the building maintenance and he is aware of the problem.

**Friends of the Library Liaison:** Jeff Budd reported that the Adult Book Challenge will be on October 23<sup>rd</sup> from 6-8 pm; the November book sale is scheduled for the 1<sup>st</sup> Saturday in November; and Martina as the Friend's Treasurer would know how much money the Friends have available to help with project

##### **SPL Director, Jess Ieremia**

- September visitor and use numbers are moving down as summer ends.
- We received an \$8,000 grant from the Brooklyn Public Library which will be used to develop a program for teens helping them identify verified online sources and information. Tristan Guevin from PHS will be working with SPL staff on developing curriculum that includes critical thinking skills. The grant will go through August of 2026. Bruce suggested a newspaper piece when the program is up and running.

Library Commission Minutes  
October 1, 2025

- MEHS has hired a librarian again and she is training with SPL staff.
- Big Ideas Book Club in partnership with Outer Coast College was successful and Margot has said that a similar program may be offered in the future. This was supported by the Friends.
- The library also has received a \$500 Flight Path grant to educate the public about birds, programs will be provided to both youth and adults.
- Annual Report was discussed – Questions were asked about lost items billed vs paid items, and the gifts, donations and the Endowment Fund. Our use numbers are steady even though visitor numbers have been slightly declining over the last 3 years but we have a new door counter and that might be why; and Wi-Fi sessions have increased. Sandy requested that next year Jess include 5 highlights from the year in the report that we can discuss.

**VI. PERSONS TO BE HEARD – None**

**VI. UNFINISHED BUSINESS**

**B. IT Update** – New public computers have been ordered (4 in the adult room, 2 in the teen room). When they arrive and are installed then printing and other computer problems should be fixed according to IT staff. There seems to be an issue with the way the current programs are set up and the computers not communicating with each other. A lot of printing gets done at the Library. It is an important service that needs fixing!

**C. Alaska Library Conference Association** – Planning continues for the conference scheduled for March 26, 27, 28, 2026. Hotels, and activities are being set up (boat ride will be Thursday from 2 – 4 p.m., historical walking tour with Bruce to be scheduled). We will be using the food service at SEASHC (Aramark Food Service) for all the meals – 3 breakfasts, 2 lunches (Thursday & Friday), and Friday dinner. We will provide the bar for the dinner.

**VII. NEW BUSINESS**

**D. Possible Projects for next year** – was tabled for now as we are focused on the AKLA Conference

**E. Maintenance/Facilities Issues** – the dampers in the windows are not working (not opening & closing) so the HVAC system is not working the way it should; the leak in Study Room 1 (from the original roof installation) is in progress; there are still many lights that need replacements.

**XI. PERSONS TO BE HEARD – None**

**X. ADJOURNMENT**

ITEMS for the next meeting’s agenda: Unfinished Business= IT Update; Maintenance Issues, and AKLA

The next regular meeting would be on Wednesday, November 5, 2025 at 6:00 p.m. in Harrigan Centennial Hall.

Hearing no objection, Chair Fontaine called the meeting adjourned at 7:09 p.m.

Attest: Margie Esquiro, LC Secretary