

Sitka Public Library Commission
Minutes of March 6, 2024

The meeting was called to order at 6:10 p.m.

Roll Call

Present: Jeff Budd (Chair), Sandy Fontaine, Margie Esquiro, Rachel Worthey, Jessica Ieremia (Library Director), and Scott Saline (Assembly Liaison)

Excused: Callie Simmons, Allison Lawrie **Unexcused:** Tommy Martin

Members of the Public: No members of the public present

Approval of the Agenda Take off AKLA Conference as there is nothing to report this month.

Approval of Minutes from February 7, 2024 meeting

M/S by Rachel/Jeff to approve the Minutes. Motion passed.

Reports:

Jessica Ieremia (Library Director) -

- Staffing: Morgan Meir is leaving Sitka, Quinlyn Holder is the new temp, and Klyr (part-time assistant) is leaving for the summer. There are currently 5 full time, 5 part-time, and 1 Temporary staff positions. Jess has submitted a resource proposal for a full-time Circulation Librarian at the front desk to be included in the FY25 budget.
- Maintenance: Doors and locks have been adjusted; outside lights need replacing and it will be expensive; roof will be (hopefully) done in the spring or summer (Study Room 1 is still closed due to the leak).
- New Library card artwork was done by Lisa Teas, available with a key tag.
- Received a \$3,000 check from the White Elephant to go towards the purchase of microphones for the Multi-Purpose Room.
- Adult and youth programs for March are scheduled and should be well attended.

Scott Saline (Assembly Liaison) - Continues to check on the copier situation and reported that it is supposed to happen this week. Patrons are upset and Library Staff is having to copy private information and they shouldn't be. IT is busy with security

Friends Liaison (Jeff Budd) -Book Sale at the end of March; after the Spelling Bee Margot and the Friends may organize a Geography Bee

Commissioners - Sandy mentioned she would like Jeff to remain on the Library Commission; Margie agreed and mentioned that the Zoom audio of our last meeting was great vs. using the old tape recorder.

Public Comment: No members of the public present

Unfinished Business

- **Reconsideration of Material Policy** - Last fall we were stuck on the final steps of the policy. Jess met with the city attorney, Brian Hansen, and now a Review Committee is included as a step and then an appeal to the Library Director. The reconsideration of materials will end with the director. Library Commission will be apprised of what happens. Jess will include a copy of this updated policy with our minutes. And it is available on the City's website. M/S by Sandy/Margie to accept the updated March 2024 Reconsideration of Materials Policy. Motion passed.
- **IT Update** Library received a new copy machine in July and it is not available to the public yet! Jess is still waiting for IT to set up a face to face appointment with Princh.

New Business - Library Commission Mission Statement was discussed even though we still do not have an updated city code with our responsibilities. Jess will check with Mindy to see where Brian is in the process of updating the code. It was suggested that we could go to the city's website to see what the code says about other commissions. Mission Statement ideas include:

- LC helps the Library communicate with the public. It acts as a sounding board for policy changes with the director by reviewing and making recommendations.
- LC's mission is connecting the community to information in every way possible.

Items for the next meeting's agenda - Library Mission Statement discussion continued, Meeting Room Policy

Public Comment: No members of the public present

Meeting was adjourned at 7:10 p.m.

Next Meeting: Wednesday, April 3, 2024 at 6:00 p.m. at Harrigan Centennial Hall

Minutes approved at April 3, 2024 regular meeting. Submitted by Margie Esquiro, secretary.

Meetings: February 7, 2024, March 6, 2024, April 3, 2024, and May 1, 2024, September 4, 2024, October 2, 2024, and November 6, 2024. We agreed to meet only 7 times a year (no meetings in December, January, June, July, August UNLESS we feel we need to meet on an important issue).

Back Burner Items: City Code 2.16 for Library Commission, and Curt Ledford Bench