

Sitka Public Library Commission Minutes

June 7, 2023

Meeting at Harrigan Centennial Hall

The meeting was called to order at 6:04 p.m. by Chair, Jeff Budd.

Roll Call

Present: Jeff Budd (Chair), Margie Esquiro (Commissioner), Tommy Martin (Commissioner), Sandy Fontaine (Commissioner), Jessica Ieremia (Library Director), Crystal Duncan (Assembly Liaison)

Excused: Callie Simmons (Commissioner) **Unexcused:** Allison Lawrie (Commissioner)

Public Comment: No members of the public present

Approval of the Agenda – Deleted Meeting Room Policy under New Business.

M/S Sandy/Tommy to approve the amended Agenda. Motion passed.

Approval of previous Minutes from May 3, 2023 meeting

M/S by Tommy/Sandy to approve the Minutes of May 3, 2023 with slight corrections to the Wi-Fi numbers (they were from April not May) and the number of meetings (7) proposed during the year should not include a December meeting. Motion passed unanimously.

Reports

Jessica Ieremia (Library Director) –

- Visitor numbers from May are up from the previous year and the number of users are greatest on ship days. Heaviest use is in the middle to the end of the day.
- Whofi (keeps track of Wi-Fi use) 60% are visitors and 40% of the users are local.
- Checkouts & Holds are remaining steady.
- Computer Sessions are lower as so many more library patrons bring their own devices.
- Library is having a little bit of trouble with visitors just hanging out in the Children's Room and Jess was advised to call bus companies.
- Printers are arriving, once all the parts have arrived and installed there will be training coordinated with other City departments.
- Centennial Quilt was is up on the wall next to the Teen Room.
- 100 Celebration invoices have all been paid. We have \$1,582.50 left and library staff is working on kits for check out – Culture Kits around food, and some kits just for adults. Jess will send out an excel sheet with the final income and expenses for the Celebration.
- Donations from SAFV and Health nurse have been provided for the personal items for the "Free Market Shelf" we discussed last meeting but it will not be out during the summer months.

Crystal Duncan (Assembly Liaison) - No report at this time

Commissioners - Margie commented that with Rachel Worthy submitting a letter to be on the Library Commission we will finally have a full board! Sandy asked for an agenda to be sent out before each meeting

Friends Liaison (Jeff Budd) - Friends Meeting will be on June 8th

New Business - No New Business

Unfinished Business -

- Reconsideration of Materials Policy discussion continued from last month. Jess has been in conversation with John regarding whether the Library Commission can make a decision or just a recommendation. We can only make a recommendation about whether the library staff followed the policies, not to take a book out of the collection or keep it in the library. Reviewed steps for Reconsideration and had a long discussion on the bottom line and who makes the final decision and whether an appeal goes to the Assembly or stops at the City Administrator. Jessica will revise the Reconsideration of Materials Policy after our discussion and we will vote on it at the next meeting.
- Preliminary AKLA Conference information handed out by Jess regarding what would be the local (Sitka Public Library) responsibilities for a March 2026 statewide library conference. Jess will work on a tentative plan of what the Conference would look like. The Friends are interested in Sitka hosting this conference.
M/S by Sandy/Jeff to host the AKLA Conference in 2026. Motion passed unanimously.
- Technology Update – no regular meeting with IT this month.

Items for the next month's agenda

- **New Business – Meeting Room Policy Review**
- **Old Business – Approval of Reconsideration of Materials Policy, AKLA 2026 Conference tentative plan, IT Update**

Public Comment: No members of the public present

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

Meeting was adjourned at 8:00 p.m.

Minutes submitted by Margie Esquiro, Secretary and approved on October 4, 2023

Next Meeting: Wednesday, September 6, 2023 at 6:00 pm at Harrigan Centennial Hall

We will meet 7 times a year: February, March, April, May, September, October, and November. We can meet more often if necessary.