

Sitka Public Library Commission Meeting Minutes February 2021

Scheduled via Zoom (Meeting ID #943 1621 9938)

at 6:00 p.m. on February 3, 2021

The Sitka Public Library Commission met on Wednesday, February 3, 2021 via Zoom videoconference. The meeting was called to order at 6:02 pm. by Chair, Nicole Filipek.

Roll Call

Present: Margie Esquiro (Commissioner), Jessica Ieremia (Library Director), Valorie Nelson (Assembly Liaison), Nicole Filipek (Chair), Jeff Budd (Commissioner), Darryl Rehkopf (Secretary), L.G. (Member of the Public); *Absent:* Steve Morse (Commissioner/excused), Dan Gunn (Commissioner/resigned as of 1/27/2021).

Public Comment

No public comment.

Changes to and Approval of the Agenda

Add 'a look at the proposed 2022 fiscal budget for the library' to New Business.

Approval of Previous Meeting (1/6/21) Minutes

Motion to approve (Margie), second (Jeff), passed unanimously.

Reports

Jessica Ieremia (Library Director):

- Statistics: library visitor numbers are increasing, esp. computer sessions and inter-library loans.
- Self-checkout machine is up and running, pretty intuitive for users. The technician had to leave earlier than expected so staff is having to work through set-up remotely, which is slowing things down.
- Inventory 'weeding' project is almost complete. Roughly 7,500 books have been removed and discarded (leaving roughly 70,000). These items have not been checked out in at least 5 years, some had not been checked out in 15 years. Jess has put 500 new 'book easels' out so books may be displayed 'cover out' which patrons enjoy. She has ordered 1,000 more.
- Next project will be to gather all the graphic novels into one place.
- DVD collection (the most popular collection) will get worked on next, expanded and made more accessible through the addition of a new rolling stool (with rollerblade wheels!) More room will be made by moving the children/family movies into the Children's room.
- CD's will be moved to open up space and improve traffic flow.
- City attorney says the fine-free policy change will have to be brought before the Assembly. He recommends that other policies that may be affected by going fine-free also be looked at for Assembly approval. Jessica will be going over the affected policies with staff in order to ensure that any policy changes are based upon equity, diversity and inclusion, as well as a continuing

stewardship of library services. She plans to bring suggested changes to the next commission meeting.

- The library will have been a city department for 50 years in (month?) 2022 and Jessica mentions it in case people want to make plans for celebrating. Nicole suggests that could be driven by Friends of the Library. 'Babies and Books' is also celebrating its 30-year anniversary this year.
- Lots of people have come in to view the MMIW art installation by the Sitka Decolonization Group and there has been 'a lot of great feedback'. Staff has lit the display so it can be viewed from outside after library hours.
- Programming: Maite and Margot both very busy with projects which have been very popular, e.g. Blind Date with a Book, Book Bingo, Grab and Go, Pick Your Own Quest, Dragon vs. Unicorn, Teen (and Tween) Advisory Board, Weekly Crafts for Preschoolers and Teens, and Blind Date with a Book for teens, also.
- Seven out of ten staff members have signed up to take a course this week titled *Cultural Humility in Public Libraries*, which is voluntary and will include some 'digging deep and sharing'.

Jeff Budd (Commissioner):

- Next Armchair Traveler series is See Alaska First by Bill Foster followed by Stacy Wayne speaking about Portugal and Japan. The series will pause for the summer after May. The Spelling Bee will be held February 24th.

Nicole Filipek (Chair):

- No news on the art selection committee.

New business

Discussion of policies that will be affected by adopting a fine-free policy for the library.

- Policies that address fees will have to be examined. Jessica is working on that review. While creating a more barrier-free library, stewardship issues such as replacement costs also need to be considered.
- Registration policy (for receiving a library card) is being looked at to see what other Alaska libraries do, what information is required, etc. Some library users have complained about our library's requirements. Jessica proposes cards with different borrowing levels, depending on a user's situation such as a *temporary card* for someone with picture ID but no permanent address. ***See Jessica's additions to her Director's Report for more examples.***
- Overdue fines for library equipment (such as laptops) will continue to be charged.
- Some Alaska libraries will continue to charge overdue fines (like university libraries) and those fines will impact our local users.
- Current procedures like how to pay your fine need to be updated and policies and agreements that arise from SPL's participation in the Alaska Library Consortium need to be added.

- Jessica will research and (with input from staff) will present her recommendations at the next meeting.

A look at the proposed 2022 fiscal budget for the library (Worksheet report/review for the 2022 budget).

- Wages, salaries, fringe benefits, electricity, insurance, IT, building repair and maintenance are all predetermined and out of SPL's control. Some contracted services are controllable, some not.
- Training and Travel and Books and Publications have been bumped up a bit to previous year's levels as Jessica is hoping travel will be more possible in FY 2022 as well as refreshing the collection, especially after the recent weeding process.
- Jessica will be going through the list of what IT maintains for SPL in order to make sure the number makes sense.
- Jeff points out that the annual budget for SPL (roughly \$1 million) divided by 60,000 users annually computes to roughly \$16 per person—an excellent deal.

Old Business

None

Public Comment

(From L.G.): No additional comments beside the suggestion of having a 'co-signer' option when registering for a library card.

Items for the next agenda and adjournment

Nicole asks if commissioners would like to meet in person for the March meeting. Nicole decides to schedule a hybrid meeting for the March commission meeting.

Meeting adjourned at 7:29 p.m.

Next meeting scheduled for March 3rd at 6 p.m. at the Centennial Building and via Zoom.

Minutes submitted by Darryl Rehkopf, Secretary