

Sitka Public Library Commission Meeting Minutes DECEMBER 2021

Scheduled to meet in-person at Harrigan Centennial Hall and via Zoom Videoconference,
Meeting ID 876 2238 6396 at 6:00 p.m. on December 1, 2021

The meeting was called to order at 6:15 pm. by Chair, Nicole Filipek.

Roll Call

Present: Nicole Filipek (Chair), Jessica Ieremia (Library Director), Margie Esquiro (Commissioner), Dave Miller (newly-appointed Assembly Liaison), Darryl Rehkopf (Commissioner), Tommy Martin (Commissioner); **Absent:** Jeff Budd (Commissioner), excused and Stephen Morse (Commissioner), unexcused.

Public Comment

No members of the public present.

Changes to and Approval of the Agenda

No changes; agenda is approved.

Approval of Previous Meeting Minutes (from 11/3/21 meeting)

No changes; minutes are approved.

Reports

Jessica Ieremia (Library Director):

- The city's new website is not allowing patrons to access the SPL catalogue or their accounts as of today and patrons are not happy. Jess says the information transfer from SPL's 'old' website didn't go well and the librarians are now tasked with sorting this out. Some information is inaccessible and will require IT support. Jess is getting a quote from a Haines company for help in designing a SPL (WordPress) website that can be accessed through the city's website but managed by SPL staff.
- Public computers are facing potential security issues and continue to require library staff to hand out kitchen timers for session tracking. Jess is planning a meeting with admin to reiterate the library's need to maintain and add more public computers and to address printing needs and issues. Questions remain as to current order/delivery status of computers ordered months ago.
- November statistics down a little due to two holidays during the month.
- Covid mitigations have been adjusted to follow CDC guidelines. According to city ordinance, mask-wearing is now required only in 'high' alert status. The state-reported alert status can change during the day, requiring staff to ask patrons to mask or unmask which has led to some awkward interactions.
- Holiday closure in December will be 12/24 through 12/26.
- Easy-ARPA federal grant of \$6k was received and will be used to explore the use of CANOPE, which is a movie-streaming service.

- Have again received the Libraries Transforming Communities grant which will continue the collection of local history interviews. These interviews will be available on the SPL catalogue.
- Regarding maintenance: the pipes above the study room have all been insulated which should help stop leaking during storms.
- Jess has received the holiday lights for the library.
- Programing: Grab n' Go remains very popular. The next Babies and Books event will be 12/18. No programming is planned for the last two weeks in December.
- Storytime now has a Spanish option. The library in Kenai has asked SPL for help in setting up a similar service. Patrons have given great positive feedback regarding this service which is accessed by calling 747-4020. Chuck Miller's once-a-month stories have also been very popular. Jess encourages anyone who may wish to read a story to contact her. She envisions grandparents reading stories which can then be accessed by grandchildren who live elsewhere.
- Karen Hegyi will present the next Armchair Traveler Series about traveling to Italy.
- The first event using the NASA grant will be a collaboration with the Islands Artists Gallery about the Webb telescope. Local artist Lesa Teas will lead participants in the use of watercolor and the cosmic connection.
- Reading Wonderland will happen again, where books are gift-wrapped and can be picked up as presents for children.
- Teen Advisory Board will be meeting in-person this month at the library.

Dave Miller

Newly appointed Assembly liaison is coming up to speed—he and we are glad he is meeting with us. He mentions the request by the Assembly to consider commission meetings times and frequency as being adequate to what we are tasked to do. He acknowledges that we are able to answer that question at this time.

Nicole Filipek

Nicole has made it clear that she is not okay with the lack of IT support regarding SPL's public computer shortage. The computer issue should be a priority.

Margie Esquiro

Centennial Committee will meet again on 12/8 and is currently looking for ideas of any sort to consider for the celebration. Some fundraisers are already planned (or have occurred.) Nicole wants to ensure Centennial Committee members are not asked to do too much this far in advance of the 2023 centennial; also it is important to ask the Sitka Historical Society how they might wish to coordinate with our event. Nicole would also like to see a 'future of libraries' element that looks ahead as we celebrate SPL's history.

New business

2023 Draft budget discussion

- Initial draft budget is due 12/23.
- Inflation rate is currently at 6.2 % Jess is adding that amount to some current categories of spending just to stay level with last year.
- Is budgeting for strategic planning during 2023 (\$10,000).
- Has added \$1,500 for the self-checkout unit support and \$3,000 to build a new website.
- With increase in tourist numbers will need to cover costs for extra cleaning of bathrooms, garbage removal, paper products, etc. Jess is in discussion with Colliver (Maintenance Head) regarding the cost of these needs.
- Jess also is looking for room in her budget to fund window-cleaning/carpet cleaning/upholstery cleaning/tile cleaning—all of which are not in the current cleaner's contract, or in the current budget. (Jess says the library has received comments about its cleanliness. She envisions a brief closure perhaps in the spring when these projects could be carried out.)
- Nicole suggests we ask for an increase in areas of discretionary spending, as these categories have not increased 'in years.'

Plan to revisit the draft as it moves through the budgeting process. No action taken.

Old Business

City commissions and their duties

- Jess asked that we revisit this issue as requested by the CBS Assembly.
- Jess reviewed other city commissions for comparison.
- Is meeting 12 times a year overkill? Other commissions advertise meeting 'at least' six or nine or whatever times per year. Should we adopt a similar arrangement? Fewer meetings (say, no meetings during the summer) may attract potential commissioners who are currently quite busy.
- What about questioned books (adjudicated by the commission?) The process could handle the delay, Jess thinks, as it is a lengthy process to begin with.
- Dave Miller says if a commission needs to meet, it is a simple enough matter to schedule a meeting. As an example, Ports and Harbors does not meet during the summer. There are a lot of options.
- Nicole is concerned that fewer meetings could result in being out of touch.

To be revisited if the Commission so desires. No action taken.

Public Comment/Items for the next agenda

None at this time. "Have a great Christmas!"

Next meeting is scheduled for January 5th at 6 p.m. in the Centennial Building and via Zoom.

Meeting is adjourned at 7:41 p.m.

Minutes submitted by Darryl Rehkopf, Secretary