

**Sitka Public Library Commission Minutes**

**February 2, 2022, 6:00pm**

**In-Person at Harrigan Centennial Hall  
and by Zoom Meeting ID 896 3744 1744**

***Meeting called to order at 6:01 p.m. by Chair, Nicole Filipek.***

**Roll Call**

**Present:** Nicole Filipek (Chair), Jessica Ieremia (Library Director), Dave Miller (Assembly Liaison), Margie Esquiro (Commissioner), Jeff Budd (Commissioner) via Zoom, and Stephen Morse (Commissioner) via Zoom

**Absent:** Darryl Rehkopf (Commissioner) excused, Tommy Martin (Commissioner) excused

**Public Comment** : None

**Changes to and Approval of the Agenda:** None

**Approval of Previous Meeting Minutes with following changes:** add Zoom ID #; Jeff Budd speaking as Friends of the Library liaison

***Minutes of January 12, 2022 meeting approved.***

**Reports**

***Jessica Ieremia (Library Director)***

- 1,000 more visitors compared to previous month
- Seating in the Library is usually full
- No dramatic increase in check out but people coming to use the Library for various reasons is on the rise
- Posters for the 3-day Library closure from February 16 – 18, 2022 were put up and it was announced through the City website and put on Facebook
- President's Day Library closure on February 21, 2022
- Jess will be taking a 2-day Leadership Training here in Sitka with other City Dept. heads and administrators
- The estate of Marjorie L. Ward gave the Library \$21,076. Jess will connect with the Friends of the Library about this donation. There was a discussion of Marge Ward, a longtime Sitkan who was an avid birder. Once the Friends have been notified and given the opportunity to provide input, the Commission will revisit how these funds should be utilized.
- The Assembly has requested a 5-minute report (at an Assembly meeting in the near future) to let them know what the Library Commission has accomplished over the last couple of years. Nicole will work with Jess on this, but we discussed a few things that

the Commission has advocated for over the last couple of years. These include: pay increases for the Director, moving to a fine free library, all the successful Covid mitigation measures, an Art Donation Policy, the local history collection, and preparing for the 100<sup>th</sup> Year Celebration.

- Progress is being made on IT work requests. This work is ongoing and will require a sustained effort to bring IT services up to an acceptable standard. Technology Services will meet with the Director weekly to keep projects moving forward.
- Programs include 25 families for Babies & Books; 18 families for the January Peace theme; the local National Park Service staff will be providing monthly interactive programs for 7-9 year old's with Grab & Go; Armchair Travel Series continues to be well attended; the Zine workshop is on online; Seed Library is up and running and we want to make connections with the gardening community; and we are launching a "Peeps Show" with dioramas made with Peeps by families and community members.
- Director interacts with people who lack adequate housing daily to mitigate impacts to the building and grounds.

#### ***Dave Miller (Assembly Liaison)***

Regarding the IT issues Dave believes the City IT Dept. has never been fully staffed. Now with new staff being hired and onboard he thinks things will improve. Dave reiterated that he would intercede and advocate for Library IT services when needed as the Library is heavily IT driven.

#### ***Nicole Filipek (Chair)***

Nicole sent a letter to Amy Ainslie with comments made at our January 12, 2022 meeting regarding the Short-Term Tourism plan and the impact on the Library. A discussion followed regarding the summer.

#### ***Friends of the Library (Jeff Budd)***

Sitkan's Book Challenge is coming up this month. It will be hosted in the Centennial Building. 4 teams with 5 sponsors and the money raised will go towards the Centennial Celebration.

#### ***Library Centennial Planning Committee Report (by Margie & Jess)***

- Committee met on January 26, 2022.
- The Library Commission had approved the theme "A Place of Stories" that will guide us in future planning.
- The logo committee (Martina, Jess, Kari) has met and heard back from 4 of the 5 Sitka graphic artists initially contacted that they can't meet our deadlines for a logo. We were hoping to have a logo by March so that we can order t-shirts and bags to have available for sale by May. The group is reaching out to independent designers now. We will use Harry's Custom Services for merchandise.
- Kari & Jess are working on a survey to see which activities patrons would be interested in attending.

- We have \$1,400 right now toward the activities.
- The various library locations were discussed (there have been 11 different ones). These will be explored further. Bill Foster is developing a Walking Tour. And the Library has a board with photos and information on the various sites.

### **New Business**

#### ***Nominations:***

- Nicole nominated Margie for the Secretary position
- Margie nominated Jeff for the Vice Chair position
- Nicole nominated Steven as Deputy Vice Chair (for when Jeff is traveling usually May – October)
- Jeff nominated Nicole for the Chair position

***All nominations were accepted and unanimously approved and terms began immediately.***

#### ***Technology Service Issues:***

- The recent infusion of tech services (see Director's report) and the promise of the City's continued support was noted and greatly appreciated. We decided to revisit this issue under Old Business at our March meeting. Nicole will draft a letter to the City Administrator regarding the recent IT attention and success and encourage it to continue.

**Old Business** – none

**Items for the next agenda** - Revisit IT Issues under Old Business

**Public Comment** - *No members of the public present.*

#### **Announcements:**

- Pivotal Moment small book that Dave found about a woman who visits Sitka and falls in love with a firefighter.
- Nicole requested Jessica draft up a policy for Library Exhibits at our next meeting. Exhibit with Norm Campbell and other artists is scheduled for May, 2022. It will be around a theme of rebirth.

**Next Meeting: Wednesday, March 2, 2022 at 6:00pm in the Centennial Building**

**Meeting was adjourned at 7:22 p.m.**

**Minutes submitted by Margie Esquiro, Secretary (Track 48)**