

Sitka Public Library Commission Minutes

May 4, 2022

In Person and Zoom Meeting at Harrigan Centennial Hall

ZOOM ID #840-7585-4511

The meeting was called to order at 6:01 p.m. by Vice Chair, Jeff Budd.

Roll Call

Present: Jeff Budd (Commissioner), Margie Esquiro (Commissioner), Tommy Martin (Commissioner), Sandy Fontaine (Commissioner), Allison Lawrie (Commissioner), Jessica Ieremia (Library Director), Dave Miller (Assembly Liaison)

Nicole Filipek (Chair), attended by Zoom

Excused: Darryl Rehkopf (Commissioner)

Public Comment: No members of the public present

Approval of the Agenda - No changes made, Agenda approved

Approval of Minutes from April 6, 2022 meeting

- M/S by Sandy/Allison to approve the minutes of the April 6, 2022 meeting
- Minutes of April 6, 2022 meeting approved

Reports

Jessica Ieremia (Library Director) –

- Staff seems much busier but number of visitors is holding steady
- 378 computer sessions, nice to have working computers for patrons
- Credit card machine is up and working
- Temp interviews happening
- DVD section is being revamped
- Building Maintenance – display case needs glass installed
- IT – have 15 Chromebooks available, *Princh* (cloud printing) is installed but computers are old and not compatible. Trying to use “work arounds” until new equipment arrives
- Have 4 computers for adult use and 2 in the Teen Room
- Problem - printers are so old, there have been problems with public and staff printing
- 2023 City Budget should include new computers and printers
- Website links being worked on
- Programming - Adult Art Exhibition had 370 people at the opening and Youth Services tours with 1st graders and 40 new student accounts opened
- Use of the Multi-Purpose Room Policies will be on next month’s agenda

Dave Miller (Assembly Liaison) – Nicole spoke at the recent Assembly meeting about the work of the Library Commission and did a great job. No questions from the Assembly.

Nicole Filipek (Commissioner) – reported on her presentation before the Assembly, it was well received. She had comments from the public about computer interfacing and frustrations

about all the changes. It's a learning curve for patrons. Discussed having staff available to help patrons with technology. Discussed having student volunteers available at set times. Sandy Fontaine volunteered to look into this with computer staff in the Sitka School District.

Friends Liaison (Jeff Budd) – Met about the Centennial Planning and agreed to donate \$2,000 toward planning committee. \$1,860 raised so far between the Friends and the Centennial Planning Committee.

Library Centennial Planning (Jeff and Jess) – Bill Foster & Martina Kruzer working on a pamphlet for the walking tours; calendar of events needs to be finalized soon; logo is at Harry race and samples on white and black t-shirts and a book bag will be printed. Next meeting is May 25th at 5:30pm. We agreed on a budget of not more than \$30,000. Kari has ideas about an author, and we should look at available grants for this as authors could be expensive, especially if they are coming from out of Alaska.

New Business – No new business

Old Business –

Marg Ward Estate donation needs to all go into the Endowment Fund instead of what we voted on at the May 4th meeting (\$10,000 for special projects highlighting birds and gardens and the remainder into the Endowment Fund). City Finance Department said it was too much work to split the funds. We need to put the whole donation into the Endowment and then request expenditures.

- M/S by Jeff/Sandy to rescind motion of April 6, 2022 directing a \$10,000 set aside for birds and gardens. Motion passed unanimously.
- M/S by Jeff/Sandy to deposit the full amount of the Marjorie Ward Estate donation of \$21,076.36 into the Library Endowment Fund. Motion passed unanimously.

Continued IT concerns – Printers/Copiers are in the budget for an order on July 1. They are built into the budget according to Grant in IT and Melissa in Finance. Is there a plan for new desktops as the ones we have are old and have issues?

Items for next month's agenda – Multi-Purpose Room Use Policy; IT concerns (printers/copiers, desktops); Library Director's Performance Review requested by Jess. (If not next meeting then soon. We need to figure out our summer meeting schedule and who will be available for meetings in June, July, and August.)

Public Comment: No members of the public present

Next Meeting: June 1, 2022 at 6:00pm at Harrigan Centennial Hall

Meeting was adjourned at 7:06 p.m.

Minutes submitted by Margie Esquiro, Secretary (Track 51, 1:03)