



ANACORTES PUBLIC LIBRARY

Board of Trustees' Meeting

August 19, 2019 9:00 am

Board of Trustees Attendees: Nick Alphin, Dave Duck, Jim English, Alethea Fleming, Katherine Hamer

Library Attendees: Ruth Barefoot, Michelle Hanna

Guest(s): Iolene Webb

Approval of Previous Minutes

Minutes of July 15, 2019 meeting were approved (Katherine moved, Dave seconds the motion).

Adoptions/Changes to Agenda and Agenda Adoption

none

Internal Updates

Youth Programs and Services

- Great Summer in the Library!
- Numbers for Summer Reading are up – 667 signed up
 - 146 or 22% Pre-Readers
 - 370 or 56% Elementary School
 - 88 or 13% Middle & High School
 - 62 or 9% Adults
- Everyone loved the Space theme and it tied nicely with our NASA @my Library grant.

Adult Programs and Services

The collection shift of non-fiction and fiction that was proposed last month will not happen. The Library staff took a vote and the result was to keep the collections where they are.

General Updates

Update on Library Closure

The library will be closed for business September 16-30 for carpet replacement on the first floor public areas. The Library Lobby will be open for minimal service—newspapers, pick-ups, holds, etc. In addition, there will be Library Pop-Ups throughout the city providing additional service locations to patrons, including the Farmer's Market, Museum and the Senior Center.

We will be out in the community with "Library Pop-Ups" for minimal services.

September 18: Senior Center

September 21: Farmer's Market

September 26: Anacortes Museum

September 28: Farmer's Market

Library Sign

Dave asked about the situation with the readerboard. It is not working and is not repairable. The Board recommends replacing it due to the popularity of it. It is not in the Library's budget to replace it this year. Ruth is exploring funding options and we are seeking bids for replacement as soon as possible.



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Marketing

We are exploring the creation of new logos for the Library Foundation, Maritime, and FOL to have complementary, cohesive branding.

We are pursuing a Marketing trainer for Library Staff to coach us in marketing best practices and Adobe InDesign.

Self-Checkouts

The new self-checkout system from Envisionware is up and running. There are a few pieces still yet to come (such as the auto check-in system) but what we have is functioning as expected.

Volunteer Program

Sydney is heading up our volunteer program and will have more information in the fall.

Budget Update

Ruth reported that we're right on track for the most part, but the Canopy subscription that provides streaming movies has already used up it's budget for the year. We will be renewing for next year and will take a look at the users and fees associated.

Art Tour

The Art tour, brochure, and website were well received. The usage is slow but steady and we anticipate more interest as the word spreads.

Board Recruitment

Mayor Gere will begin Board recruitment for the 2 open positions soon. Alethea will keep in touch with the Mayor for progress reports and to offer assistance if needed.

Board Webpage

We will get the board contact information updated on the web page, removing phone numbers and adding email, as well as updating Board positions. We will also get the most recent ByLaws loaded on the web page.

Say Their Names Art Exhibit

The Art Walk drew a lot of attention for the exhibit "Say Their Names", a memorial cairn for the victims of mass shootings. Ruth had been approached about hosting it at the Library for a temporary exhibit, but it has grown too large and heavy for our space (it is 12' tall and 2,000 lbs).

Anacortes School District MOU

The Memorandum of Understanding with ASD is being submitted. The policy of giving all ASD students library cards regardless of whether or not they live in city limits is very popular. We are exploring how to make the card seamless with our own card system, and it appears if we can add one more 0 to the student card number that it will work with our system.

Courtesy Card Proposal

The proposal to give all City staff and their families a library card was discussed and will be voted on in September. The proposal is to allow all City staff and their families a library card, regardless of whether they reside within city limits. This will be offered for a one-year trial basis. Ruth will track usage.



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Library Board Social

The Library Board social will be held November 7, 2019. Katherine will bring the 2018 invitation list to the September meeting so the list can be updated and finalized and duties divided up.

Monthly Coffee with the Librarians

Ruth reported that this has been sparsely attended but good information has been received from those few attendees. The program will continue.

Hearing Loop system in Community Room

The T-Loop system is not working correctly. We have our vendor coming out to work on it and bring us back into compliance with the Americans with Disabilities Act.

Community Room Reservations

There has been considerable discussion between one of our patrons and Ruth regarding our licensing for showing public movies. A patron wishes to show a movie/documentary that is not covered by our existing license. The Board affirmed our policy of only allowing movies that are covered by our license, so Ruth will inform the patron that they will have to go elsewhere. The suggestion was made for them to contact the Anacortes Center for Happiness as a location for this movie screening.

Sister Library Relationships

Ruth reported that our sister library relationships are strong, especially with summer reading and reciprocal agreements for kids.

Skagit Reads

"The Hate U Give" is the book chosen for September

Blackstone Audio

Ruth shared that many libraries are boycotting Blackstone Audio for limiting access to new releases in order to increase their profits.

Meeting adjourned at 10:20 a.m. by Alethea.