

Municipality of Anchorage  
Library Advisory Board Agenda  
Z.J. Loussac Library  
Alden Todd Board Room  
January 17, 2018  
5:30 p.m.

1. Call to Order

2. Roll Call

	Barbara Jacobs		David Levy, Chair
EX	Lupe Marroquin		Nancy Hemsath
	Cristy A. Willer, Secretary	EX	Jonathan Bittner
			Lo Crawford
			Quincy Taylor, Teen Representative

1. Person (s) to be Heard

2. Mission Moment:

- a. Job Lab, Sarah McBryde

3. Consent Agenda

- a. January 17, 2018 Agenda
- b. December 20, 2017 Minutes

4. Discussion/Action Items

- a. Director's Report

5. Comments/Discussion

6. Potential Agenda Items for Next Meeting, February 21, 2018

7. Adjournment

**Municipality of Anchorage  
Library Advisory Board  
Minutes**

<b>Date:</b> December 20, 2017 <i>(Note: November 2017 meeting was cancelled)</i>	<b>Location:</b> Z.J. Loussac Library
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Board Members				Staff
X	David Levy, Chair	X	Nancy Hemsath	Mary Jo Torgeson, Director
X	Cristy A. Willer, Secretary	X	Lourdes Linato-Crawford	
EX	Jonathan Bittner			
X	Barbara Jacobs (by phone)		<i>(Note: Board Members Rose, O'Quinn sresigned.)</i>	Guests
X	Lupe Marroquin			

Topic	Information / Findings / Conclusions / Recommendations	
Call to Order	5:34 p.m.	
Person to be heard	None.	
Mission Moment	Visit to the Alaska Room to view flooded area.	
Consent Agenda	<ul style="list-style-type: none"> <li>Agenda approved unanimously, as amended to include "(a) Nomination and..." and "(e) Zoom online platform."</li> <li>Minutes of 10.18.17 approved (Lo moved, Barb seconded).</li> </ul>	
Discussion/ Action Items	Discussion	Action
	(a) Nomination & election of officers (b) Budget outcome: ↓ \$75K collections, ↓ \$50K technology, ↓ 4 hrs/week; reinstated \$125K for positions. No layoffs but 3 positions eliminated (c) Director's Rept, written. Renovation continues; great open feeling; tile issues. Flooded AK Room due to 30-year-old plumbing. (d) Potential board appointments: suggested Pam Cravez, Victoria Chilcote, Merlin Hamre. Look for geographic diversity, young family. (e) Zoom online platform: can accommodate groups.	(a) Officers: <ul style="list-style-type: none"> <li><i>Chair:</i> David Levy (Lo nominated, Cristy close nom.)</li> <li><i>V Chair:</i> Nancy Hemsath (Dave nominated, Cristy close nom.)</li> <li><i>Sect'y:</i> Cristy Willer (David nominated, David close nom.)</li> </ul>
Comments	Lupe: could we get an app to read library cards, connect to My Alaska? Also: could we get better wifi out of GCI for less cost than ACS?	
Potential agenda items for January 17 meeting.	Prioritize work for 2019; downtown site; mini strategic plan exercise; job lab.	
Adjournment	Meeting adjourned at 6:25. Nancy moved, Lupe seconded.	

# LIBRARY DIRECTOR'S REPORT

## December, 2017

Loussac Building Updates: Still no date for tiles or completion of stairs from floor 2 to 3.

### Branches:

#### **Muldoon:**

- Muldoon Job Labs on Thursdays—4-6:00pm: Our first event saw four participants and two brand new volunteers. All four Labs were well attended.
- YS Librarian had another capacity crowd for a youth event when Mrs. Claus joined her at Muldoon for an all-ages singalong.
- The Noon Year's Eve Party was a ton of great fun. Kristin outsourced some help transporting 30 helium-filled balloons to our Muldoon Program Room about an hour beforehand, and let families in at 11:30 am. Partiers picked out headwear and other party festoonery and proceeded to sip and snack, pop bubble-machine bubbles, dance, and ran around like kids. SUCCESS! Always thinking ahead, Kristin didn't hand out noisemakers until 11:58 am. The crowd counted down, made a lot of racket, and according to one discerning attendee, it was the "Best Party EVER!" 32 people attended--mostly storytime regulars. It was a really nice way to celebrate the coming New Year and the year gone by with our little library friends and families.
- From September to the end of November Early Literacy programming attendance has tripled! This speaks to the quality of both programs and hard work for the Muldoon community.

#### **Eagle River:**

- . DVR counselor Michaela Phelps came out for two afternoons to give computer users assistance in completing job applications online and answer employment questions.

#### **Mountain View:**

- A Job Lab participant and previous APL-MV volunteer has not only found a job but has paid cash for a car and is now saving for a down payment on a home.
- A complement to the entire library system: A patron came in wanting to thank all of us. He had placed 5 items on hold coming from LL, CE, and MD, the previous day. And they had all arrived together in only one day.

#### **Girdwood:**

- Three new volunteers helped with programs
- On the Gerrish Facebook page we have started a weekly hashtag #WhereIsBear where we use our very popular library bear and have him advertise different library features. It's a fun way to promote the library, and we get more likes! (see below)
- Program participants more than doubled over the previous December, with an average of 12 people coming to each program compared to 5 participants in 2016.

### Youth Services

Programs: Presented a special storytime at the Festival of Trees, a non-profit event at Dimond Center Mall that helps non-profits that focus on issues relating to foster children and sex trafficking (separate issues, not foster children who are sex trafficked). Explore electronics, Spanish Bilingual storytime, Code Camp for Kid, Senshi Teens anime club

Partners for future programs: Cook Inlet Early Head Start, Alaska Afterschool Alliance  
Science grant; Pride Foundation



### Adult Services:

- The Alaska Room flood has occupied staff for much of the month, determining how to manage moving the collection and determining next steps.

### Pictures/Comments



Muldoon Noon Year's Eve Party

One of our younger MV patrons to participate in 3D printing – he's only in Second Grade – has completed his first project in the 3D Printing Club. We went and printed his project for free as part of the program, and I have the feeling he is going to be back to make more things very soon. Andy, the YS librarian pictured here, has worked hard to get the 3D Club going.





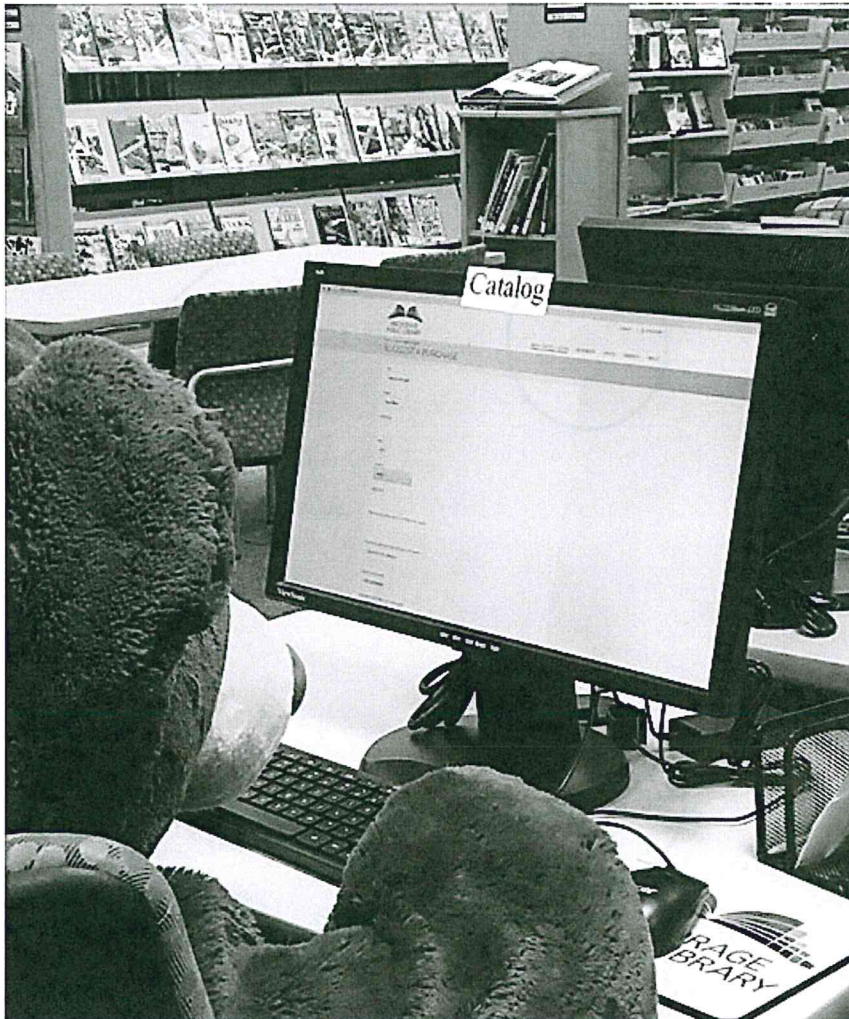
## APL - Scott & Wesley Gerrish Library

Published by CI Agni [?] · December 20, 2017 at 6:22pm ·

...

#WhereIsBear? He's submitting a Suggest a Purchase request on our website! If there's ever an item that Anchorage Public Library doesn't own, and you think it should, put in a SAP! It's super easy, and it goes straight to a librarian who will consider buying it for our collection.

<http://www.anchoragelibrary.org/read-plus-watch-plus-lis.../.../>





## **ANCHORAGE PUBLIC LIBRARY 2017 PROGRESS REPORT**

### **Make the library easier and more efficient to use:**

- Created a new website that better fits the needs of library customers.
- Implemented online payment of fines.
- Completed the Loussac Renovation (well, almost), including update of Marston Theater equipment, moved two departments: Patron and Technical Services.
- Implemented Automated Handling.

### **Staff and Advocates**

- Review public services position descriptions to align them with a greater flexibility to work multiple desks.
- Conducted a community Charette to determine next steps for further Loussac renovation.

### **Programs, Services and Equipment**

- Continued improvement of WIFI in almost all location.
- Added self service check out of iPads for the public.
- Transitioned Summer Reading Programs to Summer Discovery for all ages, incorporating greater learning opportunities for all ages. More adults participated than ever before.
- Developed a workforce readiness program at Loussac, The Job Shop as well as stronger partnerships in Eagle River and Muldoon..
- Moved the Innovation Lab to the 3<sup>rd</sup> floor and created a new space for workforce readiness and computer lab.
- Storytimes expanded, focusing on non-English and children with autism.
- Completed a survey from the Alaska Mental Health Trust in order to learn if their beneficiaries used the library/

### **Library Board**

- Approved new policies for Code of Conduct and Internet Use.

## **WHAT TO LOOK FOR IN 2018**

### **Strategic Plan 2018-2020:**

- Work with a consultant to develop a new community driven Strategic Plan which will involve staff and Library Board as community facilitators. Library Advisory Board will be instrumental in determining community members to involve in the process.

### **Make the Library Easier to Use**

- Determine best location for Alaska collection within Loussac
- Increase the use of our meeting rooms and Implement meeting room payments online (carried over from 2015)
- Create service points on all floors to make it easier for the public to get card, answer questions about their account and information and services from any floor.

### **Develop a Marketing Plan**

- Hire a new Community Relations staff member to develop plan.
- Create a strong presence so that the public better understands the role of our public library.

### **Programs and Services**

- Creation of service points on all floors to make it easier for the public to obtain information and services from any floor. (Carried over)
- Explore alternative methods of material delivery in both public and private spaces.
- Implement customer applying for passports in all locations
- Explore the implementation of a community garden on Loussac property
- Grant application to better serve the business community

### **Staff and Advocates**

- Review and update position descriptions to ensure that they reflect present duties
- Conduct a staff day, training staff on a Code of Conduct
- Train all staff and technology and online catalog
- Continue new LEAN Sigma Six projects that will provide greater value to our customers