

Municipality of Anchorage
Library Advisory Board Agenda
Z.J. Loussac Library
Alden Todd Board Room
April 18, 2018
5:30 p.m.

1. Call to Order

2. Roll Call

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

1. Person (s) to be Heard

2. Mission Moment:

- a. Misty Rose Nesvick, Community Relations Coordinator
- b. Kristie Nelson, Virtual Librarian

3. Consent Agenda

- a. April 18, 2018 Agenda
- b. March 21, 2018 Minutes

4. Discussion/Action Items

- a. Outcome of Proposition 7 and next steps - Discussion
- b. Approach to LAB Strategic Plan - Discussion
- c. Director's Report

5. Comments/Discussion

6. Potential Agenda Items for Next Meeting, May 16, 2018

This meeting will be a two hour meeting.

7. Adjournment

**Municipality of Anchorage
Library Advisory Board
Minutes**

Date: March 21, 2018	Location: Loussac Library
----------------------	---------------------------

Board Members				Staff
X	David Levy, Chair	X	Jonathan Bittner (5:45)	Mary Jo Torgeson, Director
X	Nancy Hemsath, Vice Chair	X	Lourdes Linato-Crawford	
X	Cristy A. Willer, Secretary	X	Quincy Taylor, Teen Rep	
X	Barbara Jacobs	X	Viktoriya Chilcote	Guests
	Lupe Marroquin			Sarah McBryde, Job Lab

Topic	Information / Findings / Conclusions / Recommendations	
Call to Order	5:35 p.m.	
Person to be heard	None.	
Mission Moment	Sarah McBride, Americorp Vista volunteer, described her work at the Mt. View and Muldoon branches for the last 1½ years, working on Job Lab, DOL & 9Star partnership, SCF, Code for America. Total volunteer hours over 1,000 since June.	
Consent Agenda	<ul style="list-style-type: none"> Agenda approved as amended to add “Facilitator training” to Discussion (Lo/Nancy). Minutes of 2.21 approved as amended to include Executive Session in Mission Moment and change Ms. Chilcote’s position to “Language Interpreter” (Lo/Barb). 	
Discussion/ Action Items	<p>Discussion</p> <ol style="list-style-type: none"> <u>Service Animal Policy</u> (attached). <u>Rising to the Challenge Aspen Institute Executive Summary</u>. Focus groups to begin strategic planning will start in May. <u>Foundation, Friends and LAB joint meeting</u>. Will occur in Sept or Oct. <u>Director’s Report</u> (attached). Discussion: flooded Alaska Room may be repurposed as event area; Quincy will help find Teen Rep replacement (though filling her shoes will be difficult); Board urged to “like” Library on FB; need for tax or other new revenue stream; still vetting potential Board members. <u>Facilitator Training</u> (scope of work attached). 2-day training (4/4-5) for APL staff on leadership. 	<p>Action</p> <ol style="list-style-type: none"> Vote tabled until it can be reviewed by city ADA Coordinator. None. David & Nancy will follow up. David & Jon will talk to Assembly and Mayor re: needing a new revenue stream. None.
Comments	Viktoriya initiated a discussion regarding the Library’s interest in Native languages, organizing their collection, participating in a conference, partnering with Native organizations, e.g. Heritage Center.	
Adjournment	Meeting adjourned at 7:10 (Viktoriya/Lo).	
Next Meeting	April 18, 2018 at Loussac Library. Potential Mission Moment: Kristie Nelsen, Virtual Librarian; Misty Rose Nesvick, Public Relations Coordinator.	

LIBRARY DIRECTOR'S REPORT

March, 2018

Loussac Building Updates:

- Loussac stairs open; tile brackets will be installed on tile and then shipped to Anchorage for some future 2018 installation.
- Creating sign standards and updating all signage at Loussac and eventually branches.
- Working on a business plan for the Alaska Wing as a space for event rentals and programs.
- Met with Rasmuson Foundation and Mayor on Phase2 of Loussac renovation. All parties agree that now is not a favorable time to do a large-scale renovation. Rasmuson wants to see us reduce our footprint at Loussac and use extra spaces like AK Wing and 4th floor for income-generation. They have asked for a list of our priorities for Loussac capital projects—we hope this signals their openness to doing some smaller projects in lieu of the full renovation.

Grants

- Project Build: Aimed at elementary school age children, this \$10K grant will be focus on STEM programs. We are in preliminary planning stages, one of our staff members is in Denver receiving training for this grant. We hope to partner with selected AK Native groups to promote additional learning opportunities.
<http://www.starnetlibraries.org/portfolio-items/project-build/>
- Growing Alaska Through Business Startups: We applied for a \$49K grant with seven other AK public libraries, Alaska Small Business Development Center, Small Business Administration and UAA with a focus to promote Library's role in communities to help grow business. We will find out in May if we will be funded.
- Social Worker in the Library: We have about \$15K left to provide a Masters Level Supervisor. The position would monitor students, train staff, represent the library at social service meetings and work with the public.

Staffing:

- We hired a great trainer, Cheryl Gould, to work with our staff/Board Member to develop facilitation skills, which will be used to gather information from groups around the borough about issues in their community. The training was excellent and is the first step in our strategic planning process.
- Staff Day April 25. We will be closed and bring all staff together for in-house training including: Code of Conduct.

Branches:

Muldoon:

- We are in the process of installing a drive up book drop for a spring launch.
- While visits to the branch was down, circulation was up 58%
- Conducted their first Jobs workshop on resumes, in partnership with the Muldoon job center.
- Providence Pediatric Unit Dr. Seuss Party: Thanks to a referral by Nate Howes, Kristin was asked to attend a party for the siblings and family of patients at the NICU and PEDS & PICU. She gave a rebus style read aloud of *Green Eggs and Ham*, and led a rousing round of the Happy Birthday song in Theo's honor. She left Muldoon Library Calendars and invited folks to visit her at Muldoon or their own neighborhood library. It was a great APL marketing opportunity

Eagle River:

Increase in circulation of materials, March 2017 (11,612 items) to March 2018 (20,145 items):
73.5%.L

- Branch Manager made the rounds of community councils to talk about Prop 7 and what it means for the library. This community tends to be very fiscally conservative, but also supportive of the library

Girdwood:

- GD had their first Spanish Bilingual Storytime and it was very well received and well attended.
- When comparing March 2017 to 2018, circulation increased by 27%; visits by 9% and program attendance by 20%

Mountain View:

- Circulation has increased by 92% in the last 5 months due to creating community centered displays, weeding and utilizing "Select a Purchase" on our website
- Chad Carpenter presented at Tundra Vision. We had around 88 people attend this event. He also gave everyone a sneak preview of his new movie: Sudsy Slim Rides Again: <https://www.youtube.com/watch?v=v6GsRW8iDX0&feature=youtu.be>
- We had the group leader for the Mountain View Neighborhood's Alcoholic's Anonymous stop by looking for new space. We had a wonderful talk and look forward to creating a program that meets the needs of our community, but we are on hold with program until we can get our movable partitions.

Collection Management Services

- Staff has been working on a new contract with a book vendor which takes an incredible amount of time, especially due to our new SAP software.

Community Relations/Foundation/Friends

- Beyond the Stacks raised around \$50K. Bidding seemed lower and it was nice to be in a new location.
- MOA Internal Audit: MOA did an audit of Library donation procedures in fall 2017 and made several recommendations for improvements. We have now implemented all of their recommendations, including signing Memorandums of Agreement with the Friends and Foundation.
- Downtown Library: no new updates—still waiting to hear back from some developers. Created a survey that we will send out in May to get more feedback on how people would use a downtown library.

Youth Services

Teens

- Regular teen events that continued: teen game time, teen tech time, senshi teens, teen writing society (with volunteer help), teen underground task force, volunteens (Jon Ebron)
- FAFSA sign up night – partnered with ACPE (Jon Ebron)
- March Madness – month long passive contest where teens voted to decide the best YA book series. Maze Runner by James Dashner won (Jon Ebron)
- HEART (sex ed) – a healthy relationships and sex ed class conducted by a Health professional as part of a muni grant. 5 weeks of classes attended by 10 teens. (Jon Ebron)
- Teen Makerspace – During spring break, a week of teen centric crafts and makerspace activities. (Jon Ebron)
- Branden Kiely author visit (cross over adult program. Award winning YA author who talked to our Teen Writing Society and did an author talk for the public. (Elizabeth Nicolai & Jon Ebron)

Children:

- Dr. Seuss Birthday/Alaska Literacy Day.
- UAA Astrophysicist Travis Rector held a talk on the solar system for all ages.

- Youth Art Week over spring break, four days of art attracted 227 people total, an average 57 a day!
- Staff attended a NASA @ My Library workshop for participants and we got a better idea about how to incorporate space science and citizen science into programs for all ages.. This relationship has opened up the door for a donation of \$10K from the Space Science Institute for STEM related materials and activities for youth from grades 2-5.
- Taught a class for homeschoolers on library resources (Elizabeth Nicolai)

Outreach

- Outreach to Romig Middle School (Jon Ebron)
- AKLA presentation on Sensory storytime by Linda Klein and Kelsey Skrobis
- Elizabeth Nicolai spoke on the summer reading panel at AKLA, spoke on the panel about Alaska Books for Alaska Kids, and presented with Ann Morgester about the school/library card project.
- Elizabeth and Jon spoke on the censorship panel at AKLA
- Sensory storytime was taken to a special ed preschool class at Gladys Wood Elementary (Kelsey Skrobis, Linda Klein)
- Tour groups of girls ages 11-12 visited the library
- AKLA conference attendance: Elizabeth Nicolai, Kelsey Skrobis

Ready to Read Resource Center

- Dr. Seuss's Birthday/ Read Across America event, Spoke with 30 grown-ups and their 32 kids about the RRRC early literacy kits
- Best Beginnings/ Imagination Library statewide conference, spoke to Imagination Library partners about early literacy. With 19 evaluations received, 68% indicated that their knowledge of early literacy improved and 95% rated the presentation as "high" or "very high"
- Baby Fair, sponsored by the Alaska Birth Collective: Had a table at the University Center and spoke to over 200 caregivers and expecting parents about RRRC kits and early literacy

Adult Services

- AKLA was a success! Of particular interest was the preconference on helping and communicating with patrons experiencing homelessness and/or mental illness.
- 44 programs in March 2018, with 619 participants. In March 2017 we had 29 programs with 394 participants. The average attendance is about the same but we now have more partners and programmatic space.

Patron Services:

- Patron Services prepared for and implemented responding to audio alarms from the security gates. They created signs on the self check out machines that better directed patrons on how to use them. As patrons have brought items that have set off the security alarms staff have fixed RFID tags and instructed patrons on how to better use the self check out machines.
- Patron Services also changed their holds configuration and process to use regular thermal paper instead of sticky paper to reduce costs for their department.
- We have been in contact with Passport Services and will institute this new service this summer

Technology:

- Digital displays were created and installed.
- Telephone system main menu changes on 2975, now there are voicemail options for Patron Services and Adult Services lines.
- We are exploring options for server replacement, potentially with a contracted vendor.