

Municipality of Anchorage  
Library Advisory Board Agenda  
WebEx Virtual Meeting  
June 17, 2020  
5:30 p.m.

1. Call to Order

2. Roll Call

	Barbara Jacobs		Nancy Hemsath, Chair
	Cristy A. Willer, Secretary	E	Lucy Flynn O'Quinn
	Jamie Lang		Sarah Switzer
	Jonathan Bittner		Wei Cheng
	Lo Crawford		

**X=Present, E=Excused, U=Unexcused, PH=Phone**

	TOPIC	Leader	Time	Action
	Call To Order			
	Person (s) to be Heard		3 min	
	Consent Agenda, May 20, 2020	Chair	1 min	
	Approval of Minutes –Minutes	Chair	2 min	
	Mission Moment: Laura Baldwin, Collection Management Services	Baldwin	20 min	
	LAB Strategic Plan Review	Chair	10 min	
	Overview of Budget Request	Director	15 min	Approve
	EDI Committee and Land Acknowledgement	All	15 min	Discussion
	Staff Updates Director Report	Director	15 min	Discussion
	Next Board Meeting • August 19, 2020, 5:30-7, Virtual			
	Board Comments and Adjourn			

**ANCHORAGE PUBLIC LIBRARY**  
**2021 BUDGET REQUEST DRAFT**

Tentative Budget Request:

**Operating**

- a. Increase digital book and movie collections, \$100,000
- b. Community Resource Coordinator, \$110K Currently funded with grants, will apply for Alcohol tax dollars
- c. Community Engagement Coordinator, AMEA12 to -NR15, \$10K. Position upgrade
- d. Volunteer & Membership Coordinator, AMEA12 New position. \$100K
- e. Early Literacy Outreach Coordinator, NR 13, \$108K New Position, will apply for Alcohol tax dollars
- f. Library Public Computer Technician, NR 15 \$115, New Position

**Bonds**

- a. \$500k Alaska Room
- b. \$100K Chugiak-ER carpet replacement
- c. \$120K South Anchorage Kiosk
- d. \$1-2.5M for Loussac children's area (still trying to decide the scope of this project).

## GOALS

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What this plan hopes to achieve:

- Acknowledge and appreciate the past and present stewardship by the Dena'ina people of the lands that the Anchorage Public Library now occupies.
- Create a space for gratefulness and respect for the contributions, innovations and perspective of Indigenous people.
- Spread awareness in our community of the practice of Land Acknowledgement.

## STRATEGIES

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These are the main ways we will achieve our goals:

- Practice verbal Land Acknowledgement at APL events and gatherings, including ones held virtually.
- Post Land Acknowledgement signs at the entrances to library facilities.
- Include written Land Acknowledgement in our virtual spaces and printed documentation where possible – website, social media, virtual meeting platforms.
- Include training on our Land Acknowledgement practice for new staff.
- Throughout the year, provide staff training, education and dialog on Alaska Indigenous cultures.
- Partner with organizations to provide education opportunities for APL patrons on Indigenous issues.
- Incorporate Dena'ina and Alaska Indigenous art and language into building signage and artwork.

## MEASURES OF SUCCESS

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If this plan is successful, we will see...

- Land Acknowledgment becomes a consistent practice for APL.
- APL staff and patrons gain increased understanding of Alaska Indigenous cultures.
- Indigenous patrons and partners feel welcomed and included in APL community.

## LAND ACKNOWLEDGEMENT TEXT

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- **Full/adult version:** We would like to begin today by acknowledging that we are meeting on Dena'ina land, the traditional and ancestral land that has been inhabited by the Dena'ina people. We're grateful for the opportunity to meet here and we thank all the generations of people who have taken care of this land and recognize and deeply appreciate their historic connection to this place.
- **Short/storytime version:** And as we begin today, we remember that we are on traditional Dena'ina land and we thank the Dena'ina people who have been taking care of this land for generations.
- **Medium version:** As we start today, we acknowledging we are on unceded traditional and ancestral land of the Dena'ina people who have been taking care of this land for generations.
- **Email signature:** Dena'inaq e'nen'aq' gheshtnu ch'q'u yeshdu. (Dena'ina)  
*I live and work on Dena'ina land. (English)*

## DETAILS

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- Verbal Land Acknowledgement should be done at any gathering that includes an introduction. Land Acknowledgement does not need to be done for instructional videos, etc.
- Partner programs: APL should assume the lead on Land Acknowledgement in co-hosted programs, but can defer/share with the program partner if the partner also practices Land Acknowledgement.

### More on Land Acknowledgment:

- <https://www.anchoragemuseum.org/polar-lab/projects/seed-lab/land-acknowledgements/>
- <https://usdac.us/nativeland>



# LIBRARY DIRECTOR'S REPORT

## June, 2020

Library System: System wide, we began curbside service, while continuing phone reference. We will have lots to do processing incoming material, preparing for curbside service, and learning new patterns of work to stay safe and healthy. Hours went into the planning, messaging, PR and implementing of curbside.

Since June 1:

6700 holds pulled and on shelves; 12,729 items returned; 6045 items checked out

### Branches:

**Muldoon:** Red Coffey, our new Youth Services Librarian, started on May 18<sup>th</sup> and is a great addition to APL and Muldoon's team.

**Eagle River:** during closures, several staff worked at the EOC; staff cleaned and weeded; conducted virtual story times and Between the Covers romance book club.

### **Mountain View:**

- MV Staff has been on arranging our physical environment to support new workflows.
- Branch Manager hosted a second Virtual Open Mic on the WebEx platform. Eight poets -4 from Anchorage and 2 from Michigan! - shared their works.
- MV staff created a Virtual Event poster that can be displayed in our windows to highlight events for the community.

### **Girdwood:**

- Martina sewed dozens of face masks from home for library staff.
- Branch Manager is continuing the virtual Family Storytime and Virtual Teen K-Pop Party, as well as posting on social media staff recommendations and patron submissions of what they are reading.

### Youth Services

- Many staff worked from home on collection development, social media, website management, planning programs, trainings, and more
- Loussac Youth Services and systemwide staff produced 21 virtual programs. 20 storytimes (attended by 612 people) and 1 teen k-pop party.
- Youth Services staff systemwide joined school district zoom meetings to promote Summer Reading. We joined 41 classes, meetings, and events, talking to 663 people. These included Jon Ebron visiting the South High School video announcements.
- At a virtual Zoom meeting with 4th and 5th graders, the teacher had left the chat enabled so the kids were having a full-fledged conversation and, in response to the reading of *Where the Wild Things Are*, one kid asked, "Is going to bed without dinner a legit punishment let alone legal?" Pretty sure it was just the class clown goofing off but we ended up having a whole conversation about it, discussing whether or not Max actually left his bedroom and the legalities of parental punishment techniques.

### *Ready to Read Alaska*

- Presented at the Alaska Department of Education & Early Development (DEED) webinar titled "Communication, Language, and Literacy" on May 19 about how caregivers and families can read aloud with their children to approximately 30 participants.

- Continuing to record and upload Caregiver Chat videos to Ready to Read's YouTube channel so that content can be viewed and shared statewide.
- Shared picture books for Asian Pacific Islander and Jewish American Heritage Months.
- Created "Let's Make!" Instagram stories showing families and caregivers how to make items at home to play with their children.

### Adult Services

- As part of a 1-800 ILL grant to small AK libraries, staff have been filling requests from open libraries in OCLC and having them ship directly to her libraries. She is in communication with her libraries through e-mail and phone.
- We have continued to staff Ask a Librarian and Telephone Reference, with many people asking how to access online services.
- AS staff was part of a team that worked on a grant for digital equity for an IMLS CARES grant.
- Nicole and Carolyn made masks for APL staff, over 200!
- 8 programs in May 2020, with 348 participants. In May 2019 we had 44 programs with 398 participants.
- We recorded Book Talks on a variety of topics, from crafting, parenting to science fiction and sociological nonfiction
- Cooking Demonstration of making flatbread with 25 views
- Information Literacy Video series: consider your biases; consider the course; supporting sources; is it a joke and read beyond the headline

### Community Relations

May was all about COVID Communications and Curbside/Reopening:

- Tech support and marketing of virtual programs via APL social channels
- Supporting EOC (Emergency Operation Center) JIC (Joint Information Center) and working as Liaison Officer
- Coordinating APL COVID-19 external communications via web, social and e-mail
- Coordinating and developing marketing for increased library digital materials
- Signage, marketing and planning support for Curbside
- Media links: (Control + click on link)
  - [Library COVID Update](#) on Facebook
  - Instagram Staff Picks via Claire Agni ([last week Craft Books](#) and before that [cookbooks](#)) with interactive stories
  - Readers' Advisory- [Chapter Books by Linda](#) and [Craft Books by Nicole](#) on Facebook
  - [Make a Wish Video](#)- by Multiple Staff E-mailed to Wish Kid Daria
  - [Celebration of Adopt A Shelter Cat Day](#)- Featuring "Taylor" on Facebook
  - [APL Cooks- Flat Bread](#) with Nicole on Facebook
  - TU [Guess The Play List](#) on Twitter- by Jon

### IT and Patron Services

#### **Automation**

- Worked with a vendor to finalize quotes for RemoteLocker Units.
- Met with representatives from TrafSys to discuss Gate Counters at all locations to get a better count on who is using our spaces.

#### **Patron Services**

- Heavily involved with Curbside, Personal Shopper and Phased reopening.



- Patron Services revamped their entire workspace to accommodate for Social Distancing and the quarantining of materials.
- Developed a training plan with Supervisors to make sure all PS staff had the same training for proper conduct now that we would be reentering our workspaces.
- Reorganized work schedules to accommodate for the new flow of work to provide Curbside services.
- PS staffer took the initiative to provide materials to People Under Investigation for COVID, who were housed in a hotel for 2-14 days. She contacted the individuals and offered materials for them to read/view, utilizing donated books. At the hotel, she sets the books down and knock, then back off to 6 feet away, wave from a safe distance and indicate that their books have arrived. The library's main number is on a post-it on their books in case they need more so that telref can take any further requests, which will get passed back to me, and the cycle will repeat!

#### Collection Management Services

- Manager presented at the Anchorage Library Foundation meeting.
- Due to a staff retirement, reviewing workflows
- Sheila Tessore retired after working for the library for over 30 years

#### Library Long-Term Planning and Development

- **Library Foundation:**
  - \$5K grant from Verizon for STEM kits
  - \$26K raised for digital materials - \$24K paid to Hoopla account in May
  - Developed a 'welcome email' to new donors from digital campaign
  - Creating a new reading nook at Girdwood using some past ALF funds
- **Friends of the Library:** Started talks about getting more support for fundraising from Clare and collaborating more on existing donor database, donor newsletter, emails, etc.
- **Staff training:** a committee is working to develop a staff training syllabus and embed it in our soon to be released staff intranet page. Staff completed over 840 hours of training in 800+ sessions during the COVID-19 closure.
- **IMLS grant:** submitting a COVID-19 emergency relief grant to purchase MiFis and devices for check-out + staff support for job search and technology assistance to run 9/1/20-8/31/22
- **Room rentals:** we will open rooms back up for rent starting in September with caveat that the Library may have to cancel at last minute if COVID-19 safety requires it; might open sooner if possible.
- **Community Resource Coordinator:** Rebecca has been coordinating between Library and Emergency Operations Center to make sure people experiencing homelessness and other vulnerabilities are getting access to services. We're figuring out how to open the CRC back up at Library when the libraries re-open.