MINUTES
Tuesday, October 15, 2013
4:00 pm at the Farmington Public Library
Staff Conference Room

FARMINGTON PUBLIC LIBRARY ADVISORY BOARD

Members Present: Paul Nickerson, Dan Sheesley, Dr. Carletta Thompson, Richard Gerding, Judy Castleberry
Members Absent: MaryAnn Thompson, Mary Keller, Dale Anderson
Staff present: Karen McPheeters, Jenny Lee Ryan

I. Call to Order - 4:05
Judy Castleberry, Chair

II. Amendments to and/or approval of the minutes of the previous meeting
- **a.** Motion to approve made by Dr. Thompson
  - **i.** Seconded by Paula Nickerson
  - **ii.** Approved unanimously by members present

III. Old Business
- a. Review of statistics and monthly report to the City Manager
  - i. Reduced hours will affect statistics
  - ii. Some comments from public regarding Shiprock
    - A. Future is unsure due to commitment from Navajo Nation, and future plans for current building
  - iii. Storytelling Festival went very well
    - A. Best attendance since 2008
    - B. Some adjustments will need to be made to tent placement
    - C. Some disruption from live band at car dealership across the street
      - a. The city does have a noise pollution policy, and permitting should have been required.
    - D. Convention and Visitor's Bureau gave the library $2000 for promotion
      - a. Posters
      - b. Postcards
      - c. Web ad on kob.com
    - E. Suggestion to give presentation to Four Corners Economic Development Committee to increase support
      - a. Plan to discuss with River Reach Foundation and PRCA
      - b. Have discussed with City Manager, to set priorities between COF and CVB
- b. Acceptable Behavior Policy
  - i. Has been submitted to COF legal for review, and wording

ii. Discussion of proposed changes submitted to board members present
    A. Wheeled items
    B. Beverages for special needs
    C. Safety issues for unattended children
        a. Code Adam training for staff members every year
        b. With addition of volunteer workers, HR has suggested the inclusion of a "Child Protection" training
        c. Wording of item#14 needs to be changed to make sense – Karen will review and submit suggestion to the board
iii. Board members will review and prepare for vote during the December 17th meeting

IV. New Business

a. Strategic Planning Process
    i. PRCA strategic planning will occur week of October 21
    ii. Library strategic planner (Bill Hidell) will be in Farmington November 4-6
        A. Would like to schedule foundation and advisory board sessions before scheduling public sessions
            a. Members present suggest Tuesday evening, November 5 for planning session – preferred 5:30pm – about an hour and a half
        B. Planning sessions for library are planned to work in tandem with PRCA planning
            a. Library has been asked to host teen planning session for PRCA

b. Director's Report
    i. READ statue has been dedicated
        A. Macaluso family has donated money to do turquoise license plates (full size and bike size)
        B. Will be tied to reading program
    ii. Storytime has started
    iii. New hours have started
        A. Staffing costs are on target
        B. Reduced staffing budget has caused library to decline participating in other city projects, in order to staff library hours and programs
    iv. National medal of honor that library was nominated for
        A. Process of choosing letters that best fit the criteria
            a. Financial support is a large component of consideration
        B. Deadline was today – has been moved to October 21, because of current government shutdown

C. The Daily Times did some editorials, and articles in support of nomination

c. Other business for discussion

V. Adjournment – 4:56

Next meeting December 17th, 2013

Approved by board on December 17th, 2013

Judith K Call

Mary E. Fuller