

**MINUTES OF A REGULAR MEETING OF THE
LIBRARY ADVISORY BOARD OF THE TOWN OF
CLARKDALE**

A Regular Meeting of the Library Advisory Board was held on **Thursday, November 3, 2011,** at **9:00 a.m.** in the Clark Memorial Library, 39 North Ninth Street, Clarkdale, Arizona.

CALL TO ORDER – The meeting was called to order at 9:02 a.m. by Chairperson Peterson.

Board Members: Chairperson Joy Best
Vice Chairperson Sherry Bailey
Roberta Peterson
Isabel Erickson
Paula Olguin (Absent)

Town Staff: Dawn Norman, Community Services Supervisor

Others in attendance: None

PUBLIC COMMENT – The Board invites the public to provide comments at this time. Members of the Board may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. §38-431.01(G), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date. Persons interested in making a comment on a specific agenda item are asked to complete a brief form and submit it to the Board Liaison during the meeting. Each speaker is asked to limit their comments to five minutes.

There was no Public Comment.

MINUTES –Approval of the minutes of the Regular Meeting held on September 1, 2011.

Board Member Best moved to approve the minutes of the Regular Meeting on September 1, 2011. Motion seconded by Board Member Erickson. Motion approved unanimously.

INFORMATIONAL REPORTS

CHAIRPERSON’S REPORT – A report on current events.

No report

STAFF REPORTS – A report from Community Services staff members on current events.

- Board Member Olguin will be submitting her resignation from the Board due to family matters that require her to be out of town.
- The Town Manager has instituted a quarterly Board & Commission Newsletter.
- Administrative Assistant II, Margie Hardie, is absent on family leave.

FINANCE REPORTS- A review of the current finance reports.

The Board reviewed the current finance report.

NEW BUSINESS

ELECTION OF CHAIRPERSON AND VICE CHAIRPERSON- Discussion and consideration of electing Chairperson and Vice Chairperson.

Board Member Best motioned to elect Board Member Peterson as Chairperson. Board Member Peterson declined the nomination. Board Member Bailey motioned to elect Board Member Best as Chairperson. Board Member Erickson seconded the motion. The motion passed unanimously. Board Member Erickson motioned to elect Board Member Bailey as Vice Chairperson. Board Member Peterson seconded the motion. The motion passed unanimously.

Board Member Peterson announced her resignation from the board effective January 1, 2012.

2011 LIBRARY ADVISORY BOARD ANNUAL BOOK SALE – A work session to discuss preparing for and conducting the annual Library Advisory Board Book Sale.

There was a general discussion of this year's Library Advisory Board Annual Book Sale. Staff has reserved the Clark Memorial Clubhouse Ladies Lounge as the venue for the book sale.

The details of organizing the sale were outlined and all tasks were assigned to members of the board and town staff.

PURCHASE OF TENT CANOPIES - Discussion and consideration to approve the purchase of tent canopies.

Community Services Supervisor Norman explained that the two 10'x10' canopies used annually for the Ice Cream Social were destroyed in a violent storm at this year's Old Fashioned 4th of July event. Staff researched the cost to replace the two canopies and prices range from \$124.00 to \$198.00 plus shipping and handling, depending on the brand and quality.

There was open discussion on the size and number of canopies needed.

Board Member Erickson motioned to purchase two (2), 10'X10' tent canopies with the total expenditure not to exceed \$600.00. Motion seconded by Board Member Bailey. Motion passed unanimously.

LIBRARY FUNDRAISING- A work session to discuss fundraising ideas to benefit the Clark Memorial Library.

There was a general discussion of the current fundraisers and suggested fundraising ideas in support of the library. The two current fundraising events are the 4th of July Ice cream Social and the Annual Library Book Sale.

Suggestions for future fundraisers to benefit the Library included:

- Book bundles at the Book Sale and sales of book bundles as Valentine's Day presents
- Raffle items donated by local merchants
- Sales of books and presents in the Library lobby

LIBRARY PROGRAMS – A discussion on library programs.

There was a general discussion of library programs. The Library currently offers: Art in Public Places, Exploring Clarkdale, and Clarkdale Stories.

There was open discussion on ideas for future programming, such as, educating patrons on the use of eReaders, create historic exhibits in conjunction with the Clarkdale Historical Society and Museum, educational classes conducted by volunteers and an annual Library Open House.

FUTURE AGENDA ITEMS:

Commemoration of deceased Board Members Mary Sue Hill and Pat Watson
Strategic Planning Session

ADJOURNMENT- Without objection, the meeting was adjourned at 10:25 a.m.

APPROVED: 
Joy Best, Chairperson

SUBMITTED: 
Margie Hardie, Community Services Administrative Assistant