

Minutes of a Regular Meeting of the Library Advisory Board of the Town of Clarkdale, Held on November 4, 2004 at 9:00 a.m. in the Clark Memorial Library, Clarkdale, Arizona

A regular meeting of the Library Advisory Board of the Town of Clarkdale was held on November 4, 2004 at 9:00 a.m. in the Planning Department Conference room, 819 Main Street, Clarkdale, Arizona.

Board Members: Jean Stevens, Chairperson
Pat Harris, Vice Chairperson
Mary Lu Estlick
Sue Hill
Betty Lyall (absent)
Jacqueline Stephens
John Stevenson

Staff: Charlotte Hawken, Library Manager

CALL TO ORDER - Chairperson Stevens called the meeting to order at 9:08 a.m. and noted that Boardmember Lyall was absent.

PUBLIC COMMENT - None

CONSIDERATION OF THE MINUTES - **Consideration of approval of the minutes of the regular meeting held on October 7, 2004.** Boardmember Hill moved to approve the minutes, Vice Chairperson Harris seconded and the motion passed unanimously.

CHAIRPERSON’S REPORT - Chairperson Stevens presented outgoing Chairperson Hill with a gift in thanks for her twelve years of service as the chairperson. She noted that the Sedona Library is having a book sale until November 21st and a Festival of Wreaths beginning November 15th.

LIBRARY MANAGER’S REPORT - Library Manager Hawken distributed flyers about a board training session to be held December 1st from 5:30 to 7:30 p.m. in the Clubhouse. The Town will pay the \$10.00 cost per person for dinner.

BOOK SALE - **Consideration of the December book sale.** Chairperson Stevens stated that the donated books have been moved from the library to the Ladies Lounge in the Clubhouse. She and Vice-Chairperson began pricing the books but now they would like everyone to help them. The board agreed to meet on Tuesday, November 9th at 10 a.m. in the Ladies Lounge to price the books. Boardmember Hill will submit a newspaper article and make signs regarding donations and the sale. Boardmember Estlick will make flyers to distribute at town hall and the library. Boardmember Estlick will staff the book sale at 5 p.m. on December 3rd and everyone else will arrive at 6 p.m.

WORKSESSION WITH COUNCIL - **Consideration of the Library Board report to the Council.** Library Manager Hawken distributed a sample written report to be included in the Council packet, so that Council members could read it before the meeting. The Board considered items to list, including the framing of the marble town seal on the library building so it stands out and displaying the favorite books in the library of staff, board members and Council members.

FUTURE AGENDA ITEMS -
1. Library shelving.
2. December book sale.

ADJOURNMENT - Boardmember Estlick moved to adjourn, Boardmember Stevenson seconded and the motion passed unanimously. The meeting adjourned at 9:55 a.m.

APPROVE: _____
Jean Stevens, Chairperson

SUBMIT: _____
Charlotte Hawken, Library Manager