

Minutes of a Regular Meeting of the Library Advisory Board of the Town of Clarkdale, Held on September 2, 2004 at 7:00 p.m. in the Clark Memorial Library, Clarkdale, Arizona

A regular meeting of the Library Advisory Board of the Town of Clarkdale was held on September 2, 2004 at 7:00 p.m. in the Clark Memorial Library, 39 N. Ninth Street, Clarkdale, Arizona.

Board Members:

Sue Hill, Chairperson
 Pat Harris, Vice Chairperson
 Betty Lyall
 Jean Stevens
 John Stevenson (absent)
 Mary Lu Estlick
 Vacancy

Staff: Charlotte Hawken, Library Manager

CALL TO ORDER - Chairperson Hill called the meeting to order at 7:00 p.m. and noted that Boardmember Stevenson was absent.

PUBLIC COMMENT - None

CONSIDERATION OF THE MINUTES - **Consideration of approval of the minutes of the regular meeting held on July 1 and August 5, 2004.** Boardmember Stevens moved to approve the minutes, Vice Chairperson Harris seconded and the motion passed unanimously.

CHAIRPERSON'S REPORT - Chairperson Hill reported that the proceeds from the 4th of July Ice Cream Social were \$300 for a total in the donations account of \$35229.07.

LIBRARY MANAGER'S REPORT - Library Manager Hawken reported on the following items:

1. The Arizona Department of Commerce Annual Boards and Commissions Conference will be in Phoenix on November 12th.
2. The deadline for the remodeling of the library basement has been extended to October 31st. The library air conditioning is working and is scheduled for repairs and completion soon.
3. The Council will appoint board members in September and officers will be elected in October.
4. The Library District has installed internet filters on the public computers.
5. She distributed the following items to the board members:
 - a. A chart of the board member's attendance, which is submitted to the Town Council yearly, in the packet.
 - b. The June monthly report on library circulation, which also goes to the Council. This format is the result of several changes over the last few months because of confusion from the numbers apparently being counted twice. She has also added notes about things that happened during the month.
 - c. A revised copy of the library's Policy Manual, submitted to the Library District on August 31st.
 - d. A draft agreement for the use of the library as a meeting area after hours.

JULY 4TH - **Consideration of the July 4th Ice Cream Social.** Chairperson Hill stated she purchased cookies with \$10 gift card from Safeway, paper goods with a \$30 gift card from Wal Mart, dry and regular ice with a \$25 gift card from Fry's and Food City gave her 6 gallons of ice cream. She stated the social was very busy and

finished earlier than usual, around noon. Some Police Explorers and LEEDS youth helped with setting up/taking down and serving.

MEETINGS - Consideration of the time and day of meetings. The Board agreed to meet at 9:00 a.m. on the first Thursday of the month beginning in October, if that time works for Boardmember Stevenson. If not, the meeting will remain at 7:00 p.m. on the first Thursday.

2004-2005 LIBRARY GOALS - Consideration of the library goals for 2004-2005. The Board discussed the following possible goals:

- 1. To look into borrowing artwork from Made In Clarkdale members to display above the computers.
- 2. To submit a budget request for staffing for extended hours (opening at 10 a.m.) in the spring of 2005.
- 3. To check with local craftsmen about building shelves.
- 4. Reaching out to reservation residents and perhaps partnering with the school in this effort.

FUTURE AGENDA ITEMS -

- 1. November 16th report to the Council.
- 2. December book sale.

ADJOURNMENT - Boardmember Stevens moved to adjourn, Vice Chairperson Harris seconded and the motion passed unanimously. The meeting adjourned at 8:18 p.m.

APPROVE: _____
Sue Hill, Chairperson

SUBMIT: _____
Charlotte Hawken, Library Manager