

Minutes of a Regular Meeting of the Library Advisory Board of the Town of Clarkdale, Held on December 2, 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 December 2, 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 (absent)

Staff: Charlotte Hawken, Library Manager

CALL TO ORDER - Chairperson Stevens called the meeting to order at 9:05 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 November 4, 2004.** Boardmember Hill moved to approve the minutes, Vice Chairperson Harris seconded and the motion passed unanimously.

CHAIRPERSON’S REPORT - Chairperson Stevens reported on the open meeting workshop she attended. She noted the reminder to only discuss the items on the agenda. She stated the balance of the donations account is \$3569.57 after a deposit of \$34.50.

LIBRARY MANAGER’S REPORT - No report.

BOOK SALE - **Consideration of the December book sale.** Chairperson Stevens stated that the preparation for the sale has gone well. The board discussed the details of preparing for the sale this week.

WORKSESSION WITH COUNCIL - **Consideration of the Library Board report to the Council.** Chairperson Stevens noted that it was more of a report than a worksession and stated she would be talking to Town Manager Mabery about framing the marble Town Seal on the library building. The board agreed that they liked the worksession that was held last year better, where they sat around tables with the Council and discussed things.

PUBLIC SERVICE HANDBOOK - Presentation on the Clarkdale Public Service Handbook. Town Clerk Driscoll was not present so the item was tabled.

FUTURE AGENDA ITEMS - Recruiting a new member
 Library shelving Rotating art displays in the library
 Framing the marble Town Seal Selling rare books on EBay

PUBLIC SERVICE HANDBOOK - Presentation on the Clarkdale Public Service Handbook. Town Clerk Driscoll arrived and the meeting reconvened at 9:45. Town Clerk Driscoll summarized the handbook, emphasizing the following points: inappropriateness of lobbying the council or the public, declaring a conflict of interest, staying on topic at meetings,

ADJOURNMENT - Boardmember Estlick moved to adjourn, Boardmember Stephens seconded, and it passed unanimously. The meeting adjourned at 10:30 a.m.

APPROVE: _____ **SUBMIT:** _____
 Jean Stevens, Chairperson Charlotte Hawken, Library Manager