

## Minutes of a Regular Meeting of the Library Advisory Board of the Town of Clarkdale, Held on August 3, 2006 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 August 3, 2006 at 9:00 a.m. in the Clark Memorial Library, 39 North Ninth Street, Clarkdale, Arizona.

Members: John Stevenson, Chairperson  
Mary Lu Estlick, Vice Chair  
Pat Harris  
Sue Hill  
Roberta Peterson (absent)  
Margaret Krznarich  
Jean Stevens (absent)

Staff: Library Manager Hawken

### AGENDA ITEM: CALL TO ORDER -

Chairperson Stevenson called the meeting to order at 9:05 a.m. and noted that Boardmembers Stevens and Peterson were absent.

**AGENDA ITEM: PUBLIC COMMENT -** None.

**AGENDA ITEM: MINUTES-** Consideration of the minutes of the meeting held on July 6, 2006.

Several corrections to the minutes were noted. Boardmember Estlick moved to approve the minutes as corrected. Boardmember Krznarich seconded and the motion passed unanimously.

### AGENDA ITEM: REPORTS

**CHAIRPERSON'S REPORT -** Chairperson Stevenson stated the balance in the donations account is \$2612.50.

**STAFF REPORT -** Library Manager Hawken stated that the air conditioning had been off several times in the last ten days, but it was fixed and working well again. She displayed a new bookmark with a color photograph of the library that will be included in the new resident packets given out at town hall. She stated that the new circulation program, Horizon, had not begun yet and she has no idea when it will. The library board will have access to the Ladies Lounge beginning November 13<sup>th</sup> in order to set up for the book sale.

**AGENDA ITEM: VISION OF/PLANNING FOR LIBRARY -** Consideration of the vision of and planning for the library.

Library Manager Hawken presented a staff report about possible library renovations. The goal of this list is to encourage discussion about the arrangement and appearance of the library. Only a few things need to be done. The rest are optional.

1. Patch cracks in north walls
2. The restroom is too present in the library. We want a way to visually remove the entrance from the library space and reduce the noise. Possibilities include one or a combination of several of the following:
  - a. An entrance wall/hallway with acoustic panels on the hall side. How tall? What about the ceiling and window? Could it form a hallway with a door at each end?
  - b. Tall acoustic panels without the wall. Portable but less enclosing.
  - c. Storage closets on the library side of the restroom wall
  - d. Sound barriers on the inside of the restroom wall.
3. Lighting - update and add more in NE corner
4. Northwest room - add power, HVAC, library & town network jacks, phone line
5. Wire for town network and finish library network cables under east window
6. Paint walls
7. Carpet (east side and stairs) and refinish wood floors (west side of building)
8. Wireless internet - check with Library District. Allows for flexibility in arranging the library. Also allows patrons to connect their own computers in the library.
9. New computers - check with District
10. Ash Shelving - fiction, mysteries, large print, DVDs
11. More attractive specialty shelving - DVDs or display panels
12. Refinish magazine display rack
13. Display panels - art, town projects, development info

- 14. Small refrigerator and Meeting cart – hot water, etc.
- 15. Furniture – smaller moveable computer tables, small colorful tables for children
- 16. Signage
- 17. Install outside display case. (Already approved by library board. Included here as possible addition to grant application.)
- 18. Landscape front area near trees

Board members noted there were some non-construction items on the list that the board might be able to purchase. They suggested adding more power outlets to accommodate patron’s laptops and adding a bench under the trees in front of the library.

**AGENDA ITEM: LIBRARY BENCH -**

Consideration of placing a bench on the library porch.

It was noted that the space allows a bench 14” by 36”

Chairperson Stevenson moved to purchase a bench and place it on the east side of the library porch.

Boardmember Krznarich seconded and the motion passed unanimously.

**AGENDA ITEM: FUTURE AGENDA ITEMS -**

- 1. Vision and planning for the library.
- 2. Resignation

**AGENDA ITEM: ADJOURNMENT -**

Chairperson Stevenson moved to adjourn.

Boardmember Krznarich seconded and the motion passed unanimously. The meeting adjourned at

10:08 a.m.

**APPROVE:**

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John Stevenson, Chairperson

**SUBMIT:**

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Charlotte Hawken, Library Manager