

**MATANUSKA-SUSITNA BOROUGH
LIBRARY BOARD**

Chairperson – Diane Holl-Rambo -- Talkeetna	Big Lake – Joanna Walch	Sutton – Marci Hawkins
Vice Chair – Georgia Knazovich – Wasilla	Palmer – Susan Pougher	At Large 1 – Kathleen Shoop
Secretary – Ann Yadon – Trapper Creek	Willow – Mary Sanford	At Large 2 – Martha (Marty) Kincaid

AGENDA

**REGULAR MEETING
Sutton Public Library and Zoom**

**October 8, 2022
10:00 am**

- I. CALL TO ORDER
- II. ROLL CALL – DETERMINATION OF QUORUM
- III. ELECTION OF OFFICERS
- IV. APPROVAL OF AGENDA
- V. PLEDGE OF ALLEGIANCE
- VI. MINUTES OF PRECEDING MEETING
 - A. September 10, 2022
- VII. BOROUGH STAFF REPORTS
 - A. Hugh Leslie
 - B. Librarians
- VIII. PERSONS TO BE HEARD/AUDIENCE PARTICIATION – 3 minutes per person
- IX. UNFINISHED BUSINESS
 - A.
- X. NEW BUSINESS
 - A. CIP Recommendations
- XI. ADVOCACY
- XII. CORRESPONDENCE
- XIII. MEMBER COMMENTS
- XIV. NEXT MEETING
 - A. Zoom meeting

XV. ADJOURNMENT

1 **MATANUSKA-SUSITNA BOROUGH**
2 **LIBRARY BOARD**

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7

8 **Draft Minutes**

9 **REGULAR MEETING**

September 10, 2022

10 **Zoom/Talkeetna host**

10: 00 am

11
12
13 **EXECUTIVE SUMMARY**

14
15 A. Election of officers postponed until October meeting.

16
17 I. CALL TO ORDER

18 Meeting was called to order at 10:02

19
20 II. ROLL CALL – DETERMINATION OF QUORUM

21
22 Members present and establishing a quorum were: Diane Holl-Rambo, Ann Yadon, Jo
23 Walch via Zoom, Susan Pougher via Zoom, Marci Hawkins via Zoom, Mary Sanford via
24 Zoom, Kathleen Shoop via Zoom, Marty Kincaid via phone.

25
26 Staff Present: Hugh Leslie, Recreation and Library Services Manager; Juli Buzby, Sutton
27 Librarian; Geraldine Denkwalter, Talkeetna Librarian; Cassidy Drake, Big Lake
28 Librarian; Beth Skow, Palmer Librarian; Zane Treesh, Wasilla Librarian

29
30 III. ELECTION OF OFFICERS

31
32 Motion: Move election of officers to next month: Ms. Pougher moved, Ms. Walch
33 second, motion carried

34
35 IV. APPROVAL OF AGENDA –

36
37 Motion: Approve agenda: Ms. Hawkins moved, Ms. Shoop second, motion carried.

38
39 IV. PLEDGE OF ALLEGIANCE

40
41 V. MINUTES OF PRECEDING MEETING

42 August 13, 2022

43
44 Motion: Approve minutes: Ms. Walch moved, Ms. Sanford second, motion carried.

45
46 VI. BOROUGH AND LIBRARY STAFF REPORT

47 A. Hugh Leslie – Recreation and Library Services Manager – Cassidy Drake was
48 selected as the Big Lake Librarian. She gave a good interview and had some great ideas.
49 This is a big step, but she is well suited for that. For some time Libraries and other
50 remote facilities that open at days and times that don't match the main Borough facilities
51 have faced an inability to call for help on weekends for either IT issues or Operations and
52 Maintenance issues. After years of working with O&M and Public Works to develop a
53 procedure, as of the coming week, there will be two contact numbers for staff to call for
54 one for IT issues and one for maintenance/mechanical issues. Previously staff were
55 relying on patrons or family members to address maintenance issues, but now there's a
56 call out feature not just for the libraries, but all the recreation facilities. Grateful that's
57 finally in place.
58

59 B. Juli Buzby – Sutton Librarian – School has resumed, the fair is over, so it's time to get
60 started on school year programs. These include Book Club, Common Threads, Teens
61 will start the 19th of this month, and the after-school program will start the first week of
62 October. We're finishing up summer reports.
63

64 C. Zane Treesh – Wasilla Librarian – The library has remained very busy despite no
65 youth programs in August. For 3 straight months circulation has been over 20,000 items.
66 This is the first time since Zane has been librarian. The challenge has been in getting
67 items back on the shelf with a mix of staff and volunteers helping to get this done. The
68 Story Walk is being dedicated today (September 10) at 2 pm. The Friends big book sale
69 started Friday and will be finished up on Monday. An on-call position has been
70 advertised, and will close on September 18. The library received a large donation of
71 Alaskana items which won't be accessioned because of duplication or condition, so the
72 Friends will try a silent auction for these on October 12th at 6 pm as part of a program
73 about the Alaskana and what the library is doing to update that area. Anyone interested is
74 more than welcome to attend.
75

76 D. Cassidy Drake – Big Lake Librarian – Summer programs finished up in August. Next
77 week Story Hour will start, and the library will be doing two of these program. Paige will
78 be starting the STEAM program "next Tuesday" (September 13). Paige has a plan to do
79 an in-person STEAM program in Palmer in October. The library received a large
80 donation of paperbacks, so the library has been running a paperback sale all week that's
81 been really successful. The Knox box has finally arrived, and is waiting to be installed.
82 Staff and community are beginning to think about and get ideas for the remodel of the
83 library.
84

85 E. Beth Skow – Palmer Librarian – Finishing up the ARPA grant. Next week they'll
86 finish putting in the new countertops and new plexiglass. It's taken a long time to get all
87 this put together, but it will be in place by the end of the month. All the laptops and iPads
88 are now available for checkout. Currently staff is working on the 2023 budget, and
89 there's been no direction to cut this year. Storytime will begin next week in the meeting
90 room. Thankful that Paige Moore, from the Big Lake Library will come to Palmer to do a
91 STEAM project in person. The library director is serving on the Homeless Committee
92 set up by the Borough Mayor and Palmer Mayor. The committee meets once a month to

93 talk with the agencies that work with the homeless. There's a lot of resources out there
94 that are not well known, so Beth will be compiling the information in a usable way and
95 sharing that with all the libraries.
96

97 F. Geraldine Denkwalter – Talkeetna Librarian – The library is moving back into the
98 regular fall/winter scheduling. Storytime may be larger this year as 25 attended the first
99 meeting, but 2 families of 6 who usually attend were not there. Staff is starting a drastic
100 weeding project in order to make room. Two new members of staff started this month –
101 Mary Fischer who has been volunteering for a number of years is now a new on-call, and
102 Natasja (Tasja) Williams, who has been an on-call for about 10 years is the new Assistant
103 Librarian. For the last year Tasja has been attending the Association of Rural and Small
104 Libraries (ARSL) “Outstanding in their Field” program. She will be presenting her
105 project at the ARSL conference in Chattanooga. Almost 1000 children attended the
106 summer reading program. Two new volunteers are starting. Inundated over the summer
107 with donations of DVDs and hardbacks.
108

109 VII. PERSONS TO BE HEARD/AUDIENCE PARTICIPATION

110 None.

111
112 VIII. UNFINISHED BUSINESS

113 None

114
115 IX. NEW BUSINESS

116 None

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118 X. ADVOCACY

- 119
120 A. Webinar regarding Library Board Training Resources scheduled for August 23 was
121 recorded. The webinar was to have included how to register and access Short Takes for
122 Trustees, a series of 10 short videos from United for Libraries. While many of these
123 videos apply only to boards that have the authority to administer libraries, the information
124 on advocacy in particular will be useful for this Board and Friends groups.

125
126 XI. CORRESPONDENCE

127 None

128
129 XII. MEMBER COMMENTS

- 130
131 A. Sutton – Marci Hawkins – After December will be unable to continue as the Sutton
132 representative. Attended the Sutton Community Council and encouraged them to find
133 volunteers not only for the Library Board but also for other Borough boards. Perhaps
134 an agenda item for next month would be recruitment.

- 135
136 B. Big Lake – Jo Walch – transmission issues did not permit comments.
137

- 138 C. At Large 1 – Kathleen Shoop – The woman who was attacked outside the Loussac
139 Library is still recovering, but she is confined to a wheelchair.
140
- 141 D. Willow – Mary Sanford – The Library Association will be meeting next week on
142 Tuesday. The library has started preschool Storytime and other fall programs.
143
- 144 E. Palmer – Susan Pougher – The Friends are now meeting with regularity and in
145 person. The Friends are planning for Halloween Trick or Treat again this year, and
146 once again planning to give out books. Received a large donation of books that are
147 being sorted. Last year the Friends ran out of books for teenagers, so hoping that the
148 donation will include young adult genres as well as books for the younger kids.
149 Excited for the new countertops and Plexiglas as well as some of the other upgrades
150 around the library. The Palmer library does need a bigger building. It’s been a good
151 summer with the summer programs and now moving into fall programming.
152
- 153 F. At Large 2 – Marty Kincaid – After last meeting addressed with the Recreation and
154 Library services manager the safety issue of the doors not being controlled by staff at
155 remote facilities but instead by staff in Palmer. Ms. Kincaid is working on a bid right
156 now for a panic button that can lock the doors if there is a situation that arises outside
157 the library. This feature will be added into the library budgets.
158
- 159 G. Trapper Creek – Ann Yadon – Our librarian, Jennie Earles, got married! The
160 fall/winter programs are starting up. It’s nice to go back to something like business as
161 usual after the last couple of years.
162
- 163 H. Talkeetna – Diane Hall-Rambo – Nothing further to add to librarian’s report.
164

165 XIII. NEXT MEETING --
166 October 8, 2022, 10 a.m. Sutton Public Library
167

168 XIV. ADJOURNMENT –
169 Motion to adjourn: Ms. Yadon moved, Ms. Hawkins second, motion passed.
170 Meeting adjourned at 10:34 a.m.
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175 _____
176 Diane Holl-Rambo, Chairperson
177

178 Attest:
179

180
181 _____
182 Ann Yadon, Secretary