

**MINUTES OF THE
LIBRARY ADVISORY BOARD MEETING
HELD Wednesday, January 21, 2015 at 6:00 P.M.
IN COUNCIL CHAMBERS AT CITY HALL
118 ARIZONA STREET, BISBEE, ARIZONA**

ROLL CALL:

BOARD MEMBERS

CINDA COMBS, CHAIR

WILL GRONLUND

ABSENT

FAYE HOESE

JENNIFER JOHNSON

KAREN JUSTICE

JOAN REICHEL

DORIS WELLS

EXCUSED

CITY COUNCIL LIAISON: SHIRLEY DOUGHTY, WARD 3

ABSENT

CITY STAFF LIAISON: PEG WHITE, LIBRARY DIRECTOR

THE FOLLOWING WAS DISCUSSED, CONSIDERED, AND/OR DECIDED UPON:

1. **APPROVAL OF MINUTES.** Minutes of the October 20, 2014 meeting were approved as written.
2. **CORRESPONDENCE AND COMMUNICATIONS.** 1) Ms. Combs volunteered to represent the Board at the quarterly Cochise County Library District's Citizens' Liaison Council meetings.
2) In cooperation with the Cochise Area Reading Council, Ms. Reichel presented a K-3 Christmas Read at the library on December 12.
3. **CALL TO PUBLIC.** No public

OLD BUSINESS.

4. NONE

NEW BUSINESS.

5. STATE OF THE LIBRARY REPORT FROM DIRECTOR

- A. **Statistical Report** – Ms. White presented monthly statistics for October-December 2014 and an FY14/15 Second Quarter statistical report. During Q2, there were 9,248 patron visits; 11,261 physical items circulated; 2,315 public computer users; 6,307 library website hits; 575 program attendees; 1,322 reference questions answered; 690 interlibrary loan items supplied; 868 interlibrary loan items borrowed; and 66 new library cards issued.
- B. **Staffing Report** – Ms. Danielle Herbst started work on November 12, 2014 as Library Assistant/Programming. She comes to CQL with an MA in Museum Studies and extensive program experience.
- C. **Programming Update** – Ms. White distributed the February 2015 program flyer and information regarding the Friends of the Copper Queen Library's 24th Annual Chocolate Tasting, to be held this year on Valentine's Day (Saturday, February 14) from 6-9pm at Central School (43 Howell Ave.).
- D. **Projects** – Ms. White discussed the software upgrade to the online catalog made by vendor Sirsi/Dynix which made it necessary to install interface updates on all CQL staff computers. One goal of Sirsi's upgrade is to enable web-based cataloging of library materials.
- E. **Other** – Ms. White mentioned that the FY15/16 budget process would begin shortly.

6. **FOR THE GOOD OF THE ORDER.** The next LAB meeting will be held April 20, 2015.

7. **ADJOURNMENT.** The meeting was adjourned at 6:35 pm.