

LIBRARY ADVISORY BOARD MINUTES

September 30, 2019, 5:34 p.m.

Members Present: Anne West, Chair, Susan Kellicut, G.K. Sharman, Raychel Garcia

Members Absent: Margie Wells, Vice Chair, Beverly Courtney, Barbara Hilderbrand vacant seat

Members of the Public:

Staff: Christine Patten, Library Services Division Manager

- 1) Ms. West called the meeting to order at 5:34 p.m. and noted that there was a quorum for the September 30, 2019 Library Advisory Board Meeting. The motion was made to accept the official minutes from August 26, 2019 with errors corrected, by Ms. Kellicut, which was seconded by Ms. West, and approved by unanimous vote.
- 2) Ms. Patten provided an update to the Library Advisory Board on the Leisure Services Department Master Planning process and proposed referendum. The Library will solicit bids for a company to provide the BCC with a Facilities Master Plan that will look at the need for expansion of the library system. If the Board decides to pursue a ballot initiative, the expansion of the library system would be included. The Commissioners will appoint members to a master planning board. Ms. Patten and the Library Services Division wrote a scope of services for the request for proposals for vendors to provide an assessment of library facilities and services.
- 3) Ms. Patten provided an update on the budget process for FY 19/20. The second public hearing was held on September 24, 2019. The budget for Library Services includes upgrading a part time librarian position to full time at the North Branch, extra duty deputy hours for the North Branch, and the ADA remodeling of three of the library branches.
- 4) The East Branch is scheduled to have the public restrooms remodeled to meet current Americans with Disabilities Standards. The construction is tentatively planned to start in November 2019.
- 5) Ms. Barbara Hilderbrand notified the Library Advisory Board and Commissioners of her resignation from the board. In her letter to the Board of County Commissioners, she indicated that her family is moving out of state.
- 6) As a requirement for the State Aid to Libraries Grant, the library submitted an annual plan of service which was approved by the Board of County Commissioners at the September 24th BCC meeting. The annual plan of services includes as goals for library to pursue a master planning process, improve access and public school outreach, and to create new collaborative spaces, including the teen area at the Central Branch. The Annual Plan of Service includes the goal to remove barriers through improvements in the Homebound and Collection Connection services for residents in nursing homes, assisted living centers and homebound. The Library has the goal to remove barriers through the planned ADA public restroom projects.

7) Good of the order

Ms. Patten presented an overview of the County's Compensation Study which will increase the starting salaries of librarians, to be closer to market value. As a result of the study, the County will lower the pay band for the Customer Service Clerks in Library Services to be the same as Pages, moving from \$11.61 per hour to \$10.65. The Customer Service Clerks were already in a lower pay band compared to other County clerk positions. The County's lowering of the Library Clerk positions will result in a \$2.00 an hour difference in starting pay for comparable front desk positions in Parks, Greenways and Natural Lands, and other County departments.

8) Next meeting October 28, 2019 at 5:30 PM.