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## **Minutes Library Advisory Board November 3, 2008**

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**Minutes of the Library Advisory Board held on October 6, at 7:00 pm, in the Board Room of the Tempe Public Library**

**(MEMBERS) Present:**

Ira King, Chair  
Dorothy Sisulak, Co-Chair  
Kirk Deem  
Lisa Gudahl  
Trish DeGraaf  
Kathy Hayden  
Paul Hubbell  
Cyndi Newburn

**(MEMBERS) Absent:**

Jeanette Daane

**City Staff Present:**

Teri Metros – Deputy Community Services Manager-Library

**Guests Present:**

**Meeting convened at 7:00 pm.**

Ira King called the meeting to order.

**Agenda 1 – Welcome and Introduction of New Board Members, Trish DeGraaf and Paul Hubbell.**

Chair Ira King welcomed Trish DeGraaf and Paul Hubbell to the Board and asked new and longer term members to introduce themselves.

## **Agenda 2 - Consideration of Meeting Minutes, October 6, 2008 (Motion Required)**

Cyndi Newburn noted that the minutes needed to be corrected to show that she was absent from the October 6<sup>th</sup> meeting.

**MOTION:** Kathy Hayden moved to approve the meeting minutes of October 6, 2008 as amended.

**SECOND:** Cyndi Newburn seconded the motion

**DECISION:** The motion passed.

## **Agenda 3 - Monthly Activity Reports for September 2008.**

Teri stated that the library continues to be very busy with over 100,000 people going through the doors in September, a year to date increase of 17% from last year. Overall circulation figures have remained stable but there continues to be significant increases in electronic formats. She noted that the two main providers of digital content, NetLibrary and the Greater Phoenix Digital Library, recently became able to provide downloads to iPod users. She also mentioned that the Live Homework Help service funded by the Tempe Diablos has also most doubled in use over the last two months.

## **Agenda 4 – Library Remodel Update**

Teri reported that the project is moving forward. A project contractor has been selected pending contract approval by the City Council. The Library is also working with Cultural Services who has submitted a Call to Artists select an artist to work with the design team to integrate art into the design of the building. Teri indicated that the architect and interior designer met today with staff to review design changes and discuss possible furnishings and color palettes for the building. She also showed a PowerPoint presentation that reflected the latest designs concepts, service desk configurations, and possible study chair designs. Cyndi Newburn recommended that Teri check with the ADA Compliance Specialist to insure that carpet tile selection meets ADA requirements.

## **Agenda 5 – Security Coverage on Library/Cultural Complex Site**

Teri informed the Board that the Wackenhut Corporation will now be providing security on the Library/Cultural complex. The City of Tempe Park Rangers that have been providing security coverage will be moving to the parks. Wackenhut was selected through a competitive bid process, coordinated by the Tempe Police Department, to provide security at the Library, Tempe City Hall, and the new Transit Center.

## **Agenda 5 – Friends of the Tempe Public Library Report**

The Friends' October book sale was very successful. The sale earned \$5,633 and they sold \$550 in new memberships. The Teen Friends earned \$256 from their bake sale. Teri also mentioned that the Connections Café, operated by the Friends, had a very profitable week due to the location of early voting at the Library. Café sales were over \$4800 for the last three early

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voting days. The Café remained open on the last day of early voting until the food ran out. Having the café on site was a great benefit to early voters and elections staff.

**Announcement of Next Meeting: December 1, 2008**

**The meeting adjourned at 8:15 pm.**

Prepared and Reviewed by: Teri Metros, Deputy Community Services Manager - Library

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Authorized Signature  
Position/Title