



Petersburg Borough

12 South Nordic Drive
Petersburg, AK 99833

Meeting Minutes Library Advisory Board

Tuesday, March 14, 2023

12:00 PM

Ruth Sandvik Conference Room

Zoom: <https://us06web.zoom.us/j/9077723349>

1. Call to Order / Roll Call

2. Approval of Minutes

A. Minutes from the Jan 25, 2023 meeting are attached for review and approval.

The minutes from the Jan 25, 2023 meeting were unanimously approved.

3. Amendment and Approval of Meeting Agenda

4. Persons to be Heard Related / Unrelated to Agenda

5. Director's Report

Our inventory closure was a great success! The fiction, non-fiction, DVD, and magazine collections were all inventoried. Lots of weeding was also done.

Doris Olsen has created a t-shirt design for us based on her 'Giant Squid' artwork in the children's room. Samples are attached. The plan is to sell these at the front desk to raise money for programming and projects.

Beth continues to train on Library Tech duties (learning software products, updating computers, cataloging, etc).

We are tentatively looking to replace our Xerox copier this year and will submit a Rasmuson Foundation Grant for this.

Seventy-five readers have registered for the Build A Better World Challenge. Teen participation is up significantly in this year's challenge.

March is a busy month for art and culture programs. Pia Reilly started the month with Folk Art Painting, followed by Carol Jensen teaching Ukrainian-Style Egg Decorating, Jessica Toth teaching more Baby Massage & Mama Care, and the grand finale will be Kathy Rousso giving an artist's slide show & presentation followed by a three-day basket weaving class. We currently have several of her amazing baskets on display at the library. All programs are funded by the Healthy Communities grant and the Art Education Endowment.

I will be out of the office April 17-May 4.

The Director added that over 100 people participated in the Build A Better World Challenge, over 65,000 minutes were read.

A. T-Shirt project examples

6. Unfinished Business

A. FY24 Library General Fund Request

The most significant change in the proposed budget is to turn one of our 12 hour Library Clerk positions into a 24 hour Library Tech 1 position. This change will not only increase the hours for the position, it will expand training and responsibilities. This expansion will make library operations more durable when unexpected staffing changes occur. This level of cross training and knowledge will be extremely beneficial for the long term stability of the library.

To offset the cost of this we will submit Marine Passenger Fee request for \$14,250 (\$11,250 May-Sept janitorial service, \$2,500 post season carpet & upholstery cleaning, \$500 janitorial supplies). Utilities costs have been rising steadily for the last few years, this year's budget brings the amount requested more into line with what we have been spending.

Maintenance costs are often lower than budgeted, so funds have moved from this line to accommodate the increase to the utilities budget.

The draft FY24 Budget request was approved as presented.

7. New Business

8. Discussion Items

A. **Friends of the Library Updates:** Report on the Feb book sale, plans for National Library Week (April 23 - 29).

The Book Sale continues to be a big success with the silent auction making a big impact on overall profits. Thanks to all who volunteer to make these events happen!

B. **Next Meeting:** date TBD

The next meeting will be in May, date to be determined.

9. Adjourn