

**Library Commission Meeting**  
**March 2, 2016**  
**Minutes**

**In attendance:** Curt Ledford (Chair), Jane Eidler, Alice Johnstone, Cindy Litman (members); library staff liaison Marilyn Guhl; Assembly liaison Ben Miyasato; Library History Committee member Bill Foster

**Absent:** Library Director, Robb Farmer (out of town); PJ Slack-Ford, Barb Bingham (members).

**Grand Opening**

The Commission discussed ideas for the March 20 grand opening of the new library building. In Robb's absence, those in attendance were not aware of plans and activities already in the works. Curt will meet with Robb when he returns on Monday and inform other Commission members of the outcome. Jane offered to contact Kari Sagel of Friends of the Library. In the meantime, the Commission discussed:

**Food.** Commission members suggested cookies and juice as a simple and tidy refreshment. Cindy contacted Bernadette by text message to see whether she would be interested in making cookies. Curt offered to bring juice. [Note: Bernadette responded after the meeting that Tiffany Bryner had already contacted her on behalf of the library to see if she would be interested in catering "light wedding reception food." Bernadette will be out of town until March 19.]

**Dignitaries and invitees.** The Commission brainstormed a list of people who should be invited to the grand opening and suggested that the Library send printed invitations. Suggestions for invitees included:

Assembly members

Foraker Group

Expansion architect

Dawson Construction

Bert Stedman

Jonathan Kreiss-Tomkins

Former library directors (Sarah Bell, Tracy Allen)

School librarians

American Legion (historically, has played a key role in the library)

**Library Director Evaluation**

It has been a year since Robb assumed the directorship of the library. The Commission is responsible for evaluating Robb. This will necessitate getting feedback from library staff. There is no standard evaluation form or protocol. Curt invited people to share possible evaluation instruments. Curt will talk with Mark Danielson about possible evaluation forms/protocols.

**Commission Vacancies**

The departure of Jan Love and Cindy Litman from the Commission leaves two vacancies. The Commission suggested asking staff for recommendations for potential members, and actively

recruiting them. The Commission agreed that it would be nice to have greater diversity on the Commission (e.g., parents with younger children).

### **Construction Report**

Marilyn reported that no major problems have emerged in the new building. Small problems continue to surface (e.g., caulking around sinks, problem with locking door). Library staff are keeping a list of items that need attention. City staff have been very responsive.

### **2017 Budget**

Ben reminded the Commission that it is budget time. He said the city is expecting a \$2-4 billion deficit. Ben has already talked to City Manager Mark Gorman about not cutting library hours.

Marilyn distributed a memorandum from Robb to the library staff about the 2017 budget. Robb will attend a meeting of city department heads to discuss budget reductions on Monday, March 7. This is the first step of a multi-stage process. In the memorandum, Robb assured staff that any reductions he suggests will be operational and will not include cuts in staffing. He noted that the library is already understaffed and that the staff is underpaid.

Ben reminded the Commission that it has a role in advocating for the library.

Curt will discuss the budget with Robb when he meets with him.

### **Staff Salaries**

Curt will meet with Robb to follow up on the discussion of staff salaries. Library staff are underpaid compared with comparable positions in other Alaska communities and compared with other CBS staff.

### **Library History Committee Report**

Bill Foster reported on progress by the Library History Committee in creating an exhibit for the March 20 grand opening.

**Looping slide show.** Committee members selected over 100 photographs that will be scanned for a looping slide show.

**Display.** Sitka Historical Society curator Kristy Griffith is working on a temporary exhibit for the grand opening to honor the 14 buildings that have housed the library. The exhibit will put up in the library lobby/entry way. Photographs of the 14 buildings will be displayed around a map of Sitka. Each building will be accompanied by the names of library directors and brief highlights from the time the library was housed in the building. The exhibit will be up for several months, and could lead to a permanent exhibit.

### **Library Art**

Joanna Perensovich is in charge of hanging art in the library. Jane Eidler has been helping her identify places to put the pieces from the library art collection. Bill suggested scheduling a program about the art in the library. Norm Campbell is planning to create a book about his mural.

**Library Programming**

Marilyn gave a brief report on library programming. Programs in the new building have been very well attended. More than 40 people attended the Babies and Books program. Meeting rooms are in constant use.