

**September 7, 2016
Sitka Public Library
Library Commission Meeting Minutes**

The City and Borough of Sitka Library Commission met September 7, 2016 at 6:30 in the Library's Gus Adams room. In attendance were: President Alice Johnstone, Jane Eidler, Barbara Bingham, Lorraine Inez Lil, Assembly liaison Ben Miyasato, Library Director Robb Farmer, Staff Liaison Marilyn Guhl, Community members Bill Foster and Kevin Knox

**President Johnstone: Called the meeting to order.
Thank you to Rob for staying when needed on August 23rd.
August minutes approved.**

Guest comments:

**Bill Foster: History panel wall hanging will be in the Gus Adams room, it will be framed the future. Bike racks were placed at the Centennial Building and are approved by the bike community. The library has the funds for the same bike racks. Rob is waiting for the cost. The new bike racks will be on a movable platform. The old bike racks will go to the net shed for the Island dwellers. It is nice to see the tourist enjoying the library and giving positive feedback. Library is light.
Kevin Knox introduced himself and he called Rob to ask questions and showed interest in understanding the library.**

Annual Statistics for FY 2016 presented.

Rob: The annual statistics are necessary for the Library Assistance Grant and for the budget.

Figures are almost all higher than last year even with the library being closed for two months due to moving and having another location for six months.

Figures were presented and meaning reviewed.

Please see the Statistics at the library and/or attached to these minutes.*

Assembly member, Matt Hunter is not pleased with library closure on Sundays, per Ben Miyasato.

Budget: temp wages needed to be used due to staff illness and vacations.

Anytime temp wages are used the library goes over budget. Lower traffic times were discussed. Saturdays are very busy.

Emergency Procedures:

Fires, Tsunami warnings, and active shooter. The fire and police department will be assisting with training. Fire alarm was tested today by the fire department. Continue to have different trainings and hopefully at different parts of the day.

Programming update:

Rob: Reviewed the program calendar. Teens and Tween program is very popular. Please see the library calendar August and September at the library.

Expansion Project:

Rob: The left over funds will remain for the library only. All the furniture has been ordered. Some repairs have been made.

Library losses:

Easier to monitor items in the new library. Will continue to monitor this year. There will always be some loss.

Reminder that there is an Open Meeting Act and all discussions need to be held in an advertised, public meeting.

Wednesday, October 12th next library commission meeting.

Bill: Library Quilt was in the national quilt newsletter. The other sensation with visitors to the library is the T-Rex. Cigarette remains are less in quantity outside. The signs are up around the building. The campus is cleaned on a regular basis.

**Ben M : Thanked Board members for our time.
Alice thanked Ben for his contributions to the commission.**

Motion to adjourn by Jane with second by Barbara.

**Respectfully Submitted,
Lorraine Inez Lil**

***Sitka Public Library Annual Use Statistics Highlights**

- **81,976 items checked out. + 9%**
- **576 patrons registered. < 1% change**
- **5,287 holds placed. + 81%**
- **19,655 items sent/received**
- **56,432 General Collection items circulated. + 19.72%**
- **43,957 Youth Collection items circulated. + 27.56%**
- **434 Interlibrary Loans -15.6 %**
- **2665 total titles added + 21%**
 - 2,212 print titles added to collection**
 - 378 video titles added to collection**
 - 55 audiobooks added to collection**
- **66 general audience programs; 1792 attendees**
- **154 children's programs; 3,056 attendees**
- **31 youth/teen programs; 343 attendees**
- **110 volunteers donated 1,112 hours of service**
- **126,417 estimated annual visitors + 12.5%**
- **4982 reference questions taken**
- **32,463 computer sessions. + 240%**
- **143 Gus Adams Meeting room uses**
- **192 study room uses**
- **86 teen lab uses**
- **3732 Alaska Digital Library downloads. +75%**