



# Library Commission Minutes

## Wednesday, September 4, 2024 6:00 p.m.

### Harrigan Centennial Hall

Members: Chair – Sandra Fontaine, Jeff Budd, Margie Esquiro, Thomas Martin  
Allison Lawrie, Callie Simmons, Rachel Worthey  
Assembly Liaison: Scott Saline  
City Staff: Jessica Ieremia, SPL Director

#### **I. CALL TO ORDER**

Chair Sandy Fontaine called the meeting to order at approximately 6:05p.m.

#### **II. ROLL CALL**

Present: Sandra Fontaine, Jeff Budd, Margie Esquiro, Rachel Worthey

Absent: Tommy Martin (resigning), Allison Lawrie and Callie Simmons (both unexcused)

Assembly Liaison Present: Scott Saline

Staff Present: Jessica Ieremia

Others: Bruce Gazaway

#### **III. AGENDA CHANGES - None**

#### **IV. APPROVAL OF MINUTES**

**May 1, 2024**

M/S by Worthey/Budd to approve the May 1, 2024 minutes.

Motion passed: 4 - 0 by voice vote.

#### **V. REPORTS**

**Commissioners:** Sandy Fontaine, Chair, hopes that Bruce Gazaway will submit a letter to be a member of the Library Commission; Margie reminded people to speak up a little during the meeting for the recording, and tonight Rachel is recording our meeting on her phone due to the internet outage in Sitka.

**Assembly Liaison:** Scott Saline reported that the HVAC in the library doesn't seem to be working as it is very muggy with all the tourists plus regular patrons. Jess spoke of the transom windows and fans are not working so the windows are always shut, plastic parts are broken and Maintenance needs to fix them or replace the windows.

**Friends of the Library Liaison:** Jeff Budd reported that he will talk with Margot regarding Adult Spelling Bee, Geo Bee, and Adult Battle of the Books again; the Friends haven't meet in a while.

**SPL Director,** Jess Ieremia

- SPL has been extremely busy during the city wide internet outage. SPL has a landline and people were allowed to use it to call family members around the country; business people were at the library to do work (even the bank!) and lots of students and teachers have been coming to do schoolwork. Some staff flex time was arranged to have coverage so the community would have internet access. SPL can make a case that the library is where people come during an emergency. Rachel wondered if the library is mentioned in the

Emergency Preparedness Plan as an essential service and could request more IT and other support.

- Traffic was doubled, almost tripled during the internet outage. People are also coming in for new library cards and there has been an increase in the total number of cards issued.
- Budget Performance was reviewed.
- Children's Room glass doors were fixed but now other doors are having issues and need parts possibly due to the building settling.
- Bags, teeshirts, and sweatshirts are all selling well and will be reordered.
- Public Library Assistance Grant is a yearly process through the state for the last 50 years whereby local libraries receive funds. Money has been used for books and program supplies/materials so that the public receives free services. We receive approximately \$5,000 – \$7,000 year. This year the grants were reduced by 75% to \$1,800 without any warning. Senator Stedman and Representative Himschoot are aware and want to hear from the community about how libraries are important. This year's amount has been reinstated to \$7,000. Letters to DEED are encouraged.

**VI. PERSONS TO BE HEARD** – Bruce commented how the SPL mobilized to help solve the lack of internet access and should be commended. The library has proved that it is an essential city service.

#### **VII. UNFINISHED BUSINESS**

**B. IT Update** - Printer is not working at this time. And it has only worked intermittently before the internet outage so this is still a large issue.

**C. Alaska Library Conference Association** – scheduled for March 26, 27, 28, 2026. Allen Marine Boat Tour is tentatively scheduled for Saturday, March 28<sup>th</sup>. We should start delegating jobs at our next meeting.

**D. Library Commission City Code 2.16** – nothing so far but Mindy, Legal Asst., has something ready to go when the new attorney is hired. Our Mission Statement needs to be put on hold for a month or two.

#### **VIII. NEW BUSINESS**

**E. Standard Procedures for Meeting Attendance** – Margie will continue to send draft minutes the week before the meeting with a reminder of the next meeting, Sandy will send a reminder the week of the meeting and would like an email response to assure we have a quorum.

**XI. PERSONS TO BE HEARD** - None

#### **VIII. ADJOURNMENT**

ITEMS for the next meeting's agenda: Unfinished Business= IT Update and AKLA;

Next regular meeting Wednesday, October 2, 2024 at 6:00 p.m. in Harrigan Centennial Hall.

Hearing no objection, Chair Fontaine called the meeting adjourned at 7:15p.m.

Attest:  
Margie Esquiro, LC Secretary