



Library Commission Minutes

Wednesday, October 2, 2024 6:00 p.m.

Harrigan Centennial Hall

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

I. CALL TO ORDER

Chair Sandy Fontaine called the meeting to order at approximately 6:01 p.m.

II. ROLL CALL

Present: Sandra Fontaine, Jeff Budd, Margie Esquiro, Allison Lawrie, Callie Simmons, Rachel Worthey, and Bruce Gazaway
Assembly Liaison Present: Scott Saline
Staff Present: Jessica Ieremia

III. AGENDA CHANGES - None

IV. APPROVAL OF MINUTES from

A. September 4, 2024

M/S by Budd/Gazaway to approve the September 4, 2024 minutes.
Motion passed 7 - 0 by voice vote.

V. REPORTS

Commissioners: Sandy welcomed Bruce as a new Commissioner and added that now we have a full board!

She also reported on the progress of a donation in memory of Curt Ledford for a bench, it's on hold as the City hasn't developed their donation process yet. The Commissioners congratulated Scott on his reelection to the Assembly.

Assembly Liaison: Scott Saline wondered about the venting of the windows. Apparently maintenance is trying to figure out the scope of the work before moving forward. Scott would like to be involved.

Friends of the Library Liaison: Jeff Budd reported that they will be meeting next week to discuss AKLA participation and upcoming activities (Geo trivia, Spelling Bee, and adult Battle of the Books).

SPL Director: Jess Ieremia

- The Library had 13,030 visitors last month and that doesn't even include the internet outage period because the door counter won't work without internet access.
- Budget Performance Report was passed out

- Letters sent to DEED regarding the reduced state funding were appreciated and letters can still be sent with cc to Stedman and Himschoot.
- Leak in the Study Room currently has a “tube and bucket system” to collect water. City engineer working on a permanent fix but there is insulation in the ceiling and it’s hard to see what’s up.
- Map and Visitor Guest Book will be taken down as tourist season is over, it was very popular.
- The annual Report is on hold due to internet outage; it is due on 10/17/24.
- Mindy Lowrance, assistant to Legal Dept., will have the City Code available at our next meeting now that a new city attorney, Rachel Jones, has been hired. City Code for the Library Commission will be done by our next meeting, and we can review.
- SPL was extremely busy during the GCI internet outage, checkouts were up by 1,000, 234 new library accounts and 3,404 old accounts were processed; the staff really stepped up and it was business as usual even with all the internet problems.
- Callie asked about the City’s Emergency Preparedness Plan and SLP’s role.
- Ongoing Issues include Study Room leak in the ceiling, transom windows won’t open, lightening update costs, computer and printer continuing problems, budget and the building fund.

VI. PERSONS TO BE HEARD – None

VII. UNFINISHED BUSINESS

- B. IT Update** – Desktop printer in the Media Room was installed but will only print 8-1/2”x11” paper, big copy machine is still only intermittently working; continued problems with the tablet and the PRINCH app for copying
- C. Alaska Library Conference Association** – scheduled for March 26, 27,28, 2026 will be held at the Centennial building and at SPL; theme, keynote speakers, and breakout sessions to be determined; Jess is soliciting other librarians to assist with registration desk; a website will be developed; meals provided need to be determined; Opening Reception will be planned; entertainment ideas were discussed (Allen Marine Wildlife Tour, SNHP tour, Tribal Tour, Herring Protectors, Science Center, SJ and City Museum, Sitka library walking tour, group bike tour)
- D. LC Mission Statement** – still on hold until we have approved code.

VIII. NEW BUSINESS – None

XI. PERSONS TO BE HEARD – None

VIII.ADJOURNMENT

ITEMS for the next meeting’s agenda: Unfinished Business= IT Update, March 26–28, 2026 AKLA Conference (will be an ongoing agenda item until the Conference), and City Code

The next regular meeting would be on Wednesday, November 6, 2024 at 6:00 p.m. in Harrigan

Centennial Hall.

Hearing no objection, Chair Fontaine called the meeting adjourned at 7:07 p.m.

Attest:
Margie Esquiro, LC Secretary