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Cochise County Library District

"Public programs...personal service"

Minutes of the **April 18, 2018** meeting of
The Cochise County Library District Citizen Liaison Council

The meeting was called to order at the Cochise County Library District in Bisbee at 1:07 p.m. by Jeannine Lockwood.

Members and guests present: Dorothy Adams (Huachuca City); Marian Buchanan (Tombstone); Cinda Combs (Copper Queen – Bisbee); Suzanne Harvey (Huachuca City); Jeannine Lockwood (Benson); Judith Rhodes (Tombstone); Amadee Ricketts (District); Alvin Slarve (Sierra Vista); Marcia Spitler (Tombstone)

Absent: Douglas Public Library, Willcox's Elsie S. Hogan Library

Lockwood asked for a motion to approve the minutes of the previous meeting on December 13, 2017. Buchanan made the motion and Harvey seconded. The minutes were approved unanimously.

Member reports:

Benson Public Library: Marian Buchanan reported on happenings in Benson, with help from Jeannine Lockwood.

The Friends of BPL have been very active recently, thanks to President Janet Hearn and an engaged membership. Along with their ongoing book sale at the Friends Bookstore & Gift Shop, they have a big bake sale and book sale coming up on Saturday (4/21) from 10 am – 2 pm.

The Friends have sponsored several Little Free Libraries around the Benson area, with two more locations to be added in the future. The library boxes were built by woodshop students at the high school and have been very well received.

Huachuca City Library: Suzanne Harvey and Dorothy Adams reported on the Huachuca City Library and the Friends of Huachuca City Library.

The HC Library has been offering a series of diet and nutrition programs, informed by the Cochise County Health Department's 2017 Community Health Assessment and presented by

Cooperative Extension. The current series features the Mediterranean Diet and has been attracting about ten people to each session.

On Saturday, April 21, at 1:00 pm, the library host a FRANK Talk entitled, “Fake News”: The Impact of Fake News in the Real World. FRANK Talks are presented by Arizona Humanities with support from the AZ State Library, and feature subject experts facilitating community conversations on tough topics. You can find out more about the program here:

<http://azhumanities.org/programs/frank-talks>

The library is partnering with the neighboring elementary school to present a Kindness Challenge for students. There will be a station at the library where kids can do something kind (like write a letter to a servicemember overseas) and get an acknowledgment to take back to school.

The library has introduced a range of STEM (science, technology, engineering, and math) activities, including a 4-H STEM Club and LEGO robotics. The library has also been working closely with 4-H to redevelop Huachuca City’s summer day camp program. This year the program will include lots of high-quality STEM content, and hopefully generate some revenue for the town (rather than losing money as it has in past years).

The friends of the Huachuca City Library have been doing great work supporting the library’s new and ongoing projects. The Friends-sponsored Discovery Garden is looking beautiful this spring, and the Friends continue to raise funds through monthly book sales.

[[NOTE: At this point, 1:20 pm, a series of very loud fire alarm tests began. The group was able to continue with the meeting, but it took some doing as the fire alarm sounded intermittently for several minutes.]]

Along with supporting library programs throughout the year, the Friends sponsor the annual Polar Express program, which features a local celebrity reader, and special treats for each child who attends. More than 60 children attended in 2017.

The Friends of Huachuca City Library have also adopted the Cochise County Library District Free Book Box in Whetstone, and keep it stocked with books. The Whetstone box is the busiest of all the sites and has provided hundreds of books for area families.

Sierra Vista Public Library: Alvin Slarve shared an update from Sierra Vista, including some information about the Library Commission.

After a few years of sparse membership, the Library Commission has a full slate of members and is taking an active role in helping the library. Commission members are working to form connections across the community, including the Cochise College Library and Fort Huachuca. They are especially interested in reaching out to veterans, seniors, people with impaired vision, and youth – particularly young people beyond the public-school system (in charter and private schools, and homeschooling families).

The Library Commission is interested in seeing system-wide improvements like the recent changes in circulation rules that made new materials available to all patrons right away. Mr.

Slarve would also like to see progress toward One Card, because it would offer improved customer service.

The library has been a partner in the city's West End Project, and offers a wide range of public programs for all ages. The staff are very energetic and creative, and willing to try new things – you can even check out a bike at SVPL!

Copper Queen Library: Cinda Combs provided an update from the Copper Queen, including the library's multiple offerings celebrating Poetry Month. Like last year, they are hosting a series of poetry readings on the second floor balcony over the lunch hour. These programs are known as the Balcony Scene, and they are a fun way to bring poetry to the wider public. The library has also offered several poetry workshops, including one featuring Ken Lamberton (one of Richard Shelton's writing students, now a well-known poet).

The third annual Out Loud and Off the Page celebration is coming up in early May, and it will feature participants from ten years of Free Write programs sharing their work. The event will be held at the Central School Project (43 Howell Ave., Bisbee) on Wednesday, May 2.

The Copper Queen Library's biggest current project is the San Jose Annex, a library location that will serve the underserved San Jose neighborhood. CQ got a \$40,000 grant from Freeport McMoran to get the project rolling, and they have also gotten a great deal of in-kind support fixing up and furnishing the space. Look for a grand opening fairly soon!

The library has been aggressively pursuing grant opportunities and will soon offer a wifi hotspot lending program supported by grant funds from the AZ State Library.

The library recently received a \$3,500 grant from RAIN (the Rural Activation and Innovation Network) to expand their collection of STEM (science, technology, engineering, and math) materials and programs for kids. One of the most exciting additions will be a digital microscope that displays on a computer screen.

The new seed library has been a big hit so far. Stop by for some heirloom seeds or a garden club meeting.

Tombstone City Library: Marcia Spitler and Judith Rhodes reported that the library's book club and writing club are still going strong. Both groups meet on the 4th Wednesday of each month. The preschool program is offered on Tuesdays at Schieffelin Hall.

The library has a great new student volunteer, and she plans to keep helping even though she has all the service hours she needs for her Honor Society commitment. The library also has a weekly work program for students from Tombstone High.

The library is still working on a new Makerspace program, and tying up the loose ends from the carpet installation.

The biggest news in Tombstone is that the library and the Friends are working on getting more space for the library. This may take the form of an expansion project, a satellite building, or even a move to a bigger building. Their current location is great in many ways, but it is too

small to accommodate programs or even additional materials. The Friends, the library, and the town hope to offset any costs with grant funding.

Libraries not in attendance: Amadee Ricketts noted that the citizen liaison from Wilcox's Elsie S. Hogan Library, Rob Jones, is retiring from the role after several years. New Willcox representative Anne Krause was not available today but plans to attend next time. She will be a great addition to the group.

Douglas Public Library was not able to send a representative today, but Library Director Margaret White shared the news that their wifi hotspot lending program is up and running, and they have just introduced wireless printing for patrons.

Director's Report:

One Card:

Amadee Ricketts shared an update on the One County, One Card project. The idea of having a single library card and account work seamlessly across the county has been under discussion for at least a decade, but the complexity of the project meant that it was stalled and ultimately tabled.

In 2018, One Card is the top priority for the Library District. All branch and member libraries are actively participating, and considerable progress has already been made:

- Adopted consistent circulation rules for new materials (October/November 2017)
- Eliminated Local Request circulation restrictions in favor of priority-based holds (November 2017, in conjunction with new catalog rollout)
- Purged inactive, expired patron records from the database (February/March 2018)

Several other pieces of the project are in progress now:

- Set parameters for purging old bills; clear those records from the system to eliminate duplicates
- Implement online credit card processing to enable patrons to clear up library charges from any location

Additional elements are coming up later this year:

- Work with library software vendor to identify duplicate accounts
- Publicize One Card project and invite patrons with multiple cards to select a home library
- Eliminate duplicate accounts

The Library District hopes to go live with One Card by December 31, 2018.

CCLD Collection Development Policy update:

Ricketts shared highlights of the draft policy, including the Citizen Liaison Council's role in assisting with a challenge to library materials. She also shared a change to the draft based on feedback from Marcia Spitler (Tombstone). The fourth paragraph was changed to include a listing of the branch and member libraries:

The Cochise County Library District consists of five rural branch libraries operated by the Library District (Bowie, Elfrida, Portal, Sunizona, and Sunsites), and seven municipal libraries that are independently operated by their respective cities or towns (Benson, Bisbee, Douglas, Huachuca City, Sierra Vista, Tombstone, and Willcox).

Marian Buchanan asked about the final paragraph under Reconsideration Procedure (page 3). The group agreed that the wording, "If the individual is not satisfied with the decision, he or she may appeal to the Cochise County Library Board, which consists of the Cochise County Board of Supervisors" is unclear.

That sentence will be rewritten to clarify the makeup of the Library Board:

If the individual is not satisfied with the decision, he or she may appeal to the Cochise County Library Board. The Cochise County Library Board is made up of the members of the Cochise County Board of Supervisors.

Alvin Slarve asked whether proposed policy changes are reviewed by an attorney before being considered by the Board of Supervisors. Ricketts confirmed that all proposed policy changes are approved by the County Attorney's Office before going to the Board.

There was a brief discussion about the provisions for handling gifts and donations, but no changes were made to the wording.

Lockwood called for a vote on accepting the policy draft with the changes noted above. It passed with seven yea votes and two abstentions (Adams and Ricketts).

An updated draft is attached along with these minutes. It will go before the Board for adoption as their schedule allows. Thanks to all the CLC members who took the time to review the draft and offer feedback; it made for a better policy.

Call to the public:

No members of the public were present.

For the good of the order:

Cinda Combs (who is President of the Friends of the Cochise County Library District as well as representing the Copper Queen on the Citizen Liaison Council) invited the group to attend the Friends of CCLD Open House on Saturday, April 28, at the Library District headquarters (100

Clawson Ave.). She also showed a sample of the new tote bags the Friends will be giving as incentives for new members.

Alvin Slarve mentioned that the Friends of Sierra Vista Public Library will be moving their bookstore to a large new retail location on Fry Boulevard, which will include comfortable seating and a special section for antique or collectible books.

Suzanne Harvey reported that she recently met with an area resident who has an extensive book collection (classics, history – especially WWII, westerns, and some newer fiction) which she is interested in donating to libraries. If your library might be interested, contact Suzanne (sharvey@huachucacityaz.gov / 520-456-1063) and she will be glad to arrange an introduction.

Amadee Ricketts noted that the Library District will be participating in a STEM in Rural Arizona Showcase on Friday, April 20 (5:00-6:30 pm) at the Central School Project, and shared the display of library STEM activities she will be presenting. Suzanne Harvey will also be part of the showcase, representing Huachuca City Library.

The next official meeting date will be the third Wednesday in October, which is October 17. Sierra Vista was discussed as a possible location. Mr. Slarve will see about availability.

The group may hold a tele-meeting via Zoom before that date; if so, possible dates will be sent out with as much lead time as possible.

Meeting adjourned at 2:24 p.m.

Respectfully submitted,

Amadee Ricketts