

Minutes LIBRARY ADVISORY BOARD Wednesday, February 1, 2023

Minutes of the LIBRARY ADVISORY BOARD virtual meeting recorded at 6 p.m. on Wednesday, February 1, 2023, held in a hybrid format in-person at Tempe Public Library, and via Microsoft Teams.

(MEMBERS) Present:

Carrie Taylor (Chair)
Marie Brown
Marissa Dailey
Dr. Felicia Durden
Teri Metros
Chris Sar
Christopher M. Watts (Vice-Chair)

(MEMBERS) Absent:

All members were present

City Staff Present:

Jessica Jupitus, Deputy Community Services Director - Library Services Division
Sunna Khokhar, Library Specialist II+ - Library Services Division
McKay Wellikson, Library Manager – Library Services Division

General Public Present:

No members of the general public were present

Agenda Item 1 - Call to Order:

- Carrie Taylor, Library Advisory Board Chair, called the meeting to order at 6:00 p.m.

Agenda Item 2 - Call to the Audience:

- No public comments from the audience to report.

Agenda Item 3 - Approval of the January 17, 2023, Library Advisory Board Meeting Minutes:
APPROVED

- Carrie Taylor, Library Advisory Board (Board) Chair, asked the Board members to review the unapproved meeting minutes document dated January 17, 2023.
 - No edits noted or requested.

MOTION: Marie Brown moved to approve the January 17, 2023, Library Advisory Board meeting minutes as presented.

SECOND: Christopher M. Watts (Vice Chair) seconded.

DECISION: Motion approved, 5-0.

Ayes: Marie Brown, Dr. Felicia Durden, Chris Sar, Carrie Taylor (Chair), and Christopher M. Watts (Vice-Chair)

Nays: None

Absent: Marissa Dailey, Teri Metros

Abstained: None

Agenda Item 4 - Report: Friends of Tempe Public Library

- The Friends of the Tempe Public Library were not present as this Library Advisory Board Meeting

Agenda Item 5 - Staff Report: Jessica Jupitus, Deputy Community Services Director, and McKay Wellikson, Library Manager

- McKay Wellikson, Library Manager, gave an update specific to the Tempe Public Library smart phone application;
 - Features of the application include but are not limited to:
 - Scanning the ISBN of the item to determine the availability at the Tempe Public Library;
 - Searching the Tempe Public Library catalog and place holds on items;
 - Viewing the Tempe Public Library Event Calendar;
- Jessica Jupitus, Deputy Community Services Director - Library Services Division, gave the following report specific to Tempe Public Library operations:
 - **5,800** adults were engaged in **programming** during January 2023; programs included:
 - **Book Clubs**
 - Mystery Club
 - Great Books
 - Friends of Dorothy
 - Found in Translation
 - Horror Book Club
 - Coffee, Tea, and Books
 - **Writing Programs**
 - Writers' Connection

- Favorite Memories About School Days
- Poetry Workshop
- **Technology Help**
 - iPad/iPhone Explained
 - Computer Basics
 - Senior Planet: All things Zoom
 - 1:1 Tech Help Appointments
 - DiSC Drop-in Tech Help
- **English Corner**
- **Meet and Compete: Board Game Playing**
- **Readers' Theater**
- **Power Armor Basics**
- **Basic SFX Makeup for Cosplay**
- **Bruises, Blisters, and Gore Makeup**
- **Backstage Pass with Councilmember Garlid**
- **Equality AZ: Ask Smart People Smart Questions**
- **FanCon**
- The Tempe Public Library **FanCon** was a huge success this past weekend;
 - Some highlights from FanCon include:
 - Having roughly 5,500 attendees over the course of the six (6) hour event;
 - A constant series of performances on the stage;
 - Our first ever escape room had a Stranger Things theme with all the available time slots filling up within 40 minutes of opening;
- The Tempe Public Library is excited to host our first of two (2) **Writers in Residence** beginning this month with **Amy Dominy**.
- The Tempe Public Library's **annual writing contest** closes submissions on Monday, February 13, 2023, to allow ample time for revision before the publication of the book in April 2023.

- The Tempe Public Library will host some **unique programs** this month including:
 - “The Underground and Overground Railroad” on February 5, 2023 at 2 p.m.;
 - “Women, the War in Ukraine, and Foreign Policy” on February 7, 2023 at 5:30 p.m. with our partners at Arizona State University;
 - A book launch for Austin Davis’ Compulsive Swim on February 8, 2023 at 8 p.m.;
- J. Jupitus reported the following information specific to operations of Tempe Public Library’s (Library) **Youth and Teen Services** areas:
 - 850 participants were engaged in **youth programming** during January 2023; J. Jupitus highlighted the following programs:
 - Baby Lap sit Storytime (Mondays, three (3) sessions);
 - Evening Storytime (Tuesdays, four (4) sessions);
 - Preschool Storytime (Wednesdays, three (3) sessions);
 - Fan Con Storytime Special;
 - Code Club (Thursdays, three (3) sessions);
 - Page Turners (Wednesdays, two (2) sessions);
 - LEGO Lab (Fridays, three (3) sessions);
 - Kids Café (Mondays, Tuesdays, and Thursdays, 12 Sessions);
 - **51 Youth Activity Kits and 20 teen STEAM kits** were checked-out for in-library use.;
 - 87 participants were engaged in **Teen Programming** during January 2023; J. Jupitus highlighted the following programs:
 - Silent Book Club (two (2) sessions);
 - Game On (Wednesdays, three (3) sessions);
 - We are the Music Makers (three (3) sessions);
 - Life Skills Mondays (Mondays, one (1) session);
 - MusicHype (five (5) sessions);
 - Create Thursday (Thursdays, three (3) sessions);
 - Teen Volunteers provided 308 hours of service among 35 teens, much of which was preparing and running Fan Con.

- Library Staff hosted an event space for children at Fan Con and partnered with **Playmobile**, who brought activities such as inflatable axe throwing and a spiderweb maze while the Tempe Public Library had our ever-popular live action Minecraft boxes.
- The Tempe Public Library is excited to welcome our **new Youth Librarian**, Dianna Manasse, whose start date was January 30, 2023.
- **Physical circulation of materials** increased in January 2023 (+12% from December 2022);
 - Physical circulation of materials in November 2022 totaled 40,932 uses;
 - Physical circulation of materials in December 2022 totaled 37,226 uses;
 - Physical circulation of materials in January 2023 totaled 41,841 uses;
 - The average monthly physical circulation of materials in 2022 was 42,173 uses.
- **Virtual/eResource circulation** increased in January 2023 (+14% from December 2022);
 - eResource circulation in November 2022 totaled 28,678 uses;
 - eResource circulation in December 2022 totaled 30,184 uses;
 - eResource circulation in January 2023 totaled 34,456 uses;
 - The average monthly eResource circulation of materials in 2022 was 29,806 uses.
 - January 2023 had the **highest eResource circulation** in Tempe Public Library history;
 - The second highest eResource circulation was in May 2020 as the pandemic launched in earnest at 33,326 uses.
 - The increased in **eResource circulation** is heavily attributed to **OverDrive**
 - Total OverDrive usage, including the users outside of Tempe with the reciprocal lending agreement, was the highest in January 2023 with 23,927 uses;
 - Tempe patrons circulated 18,984 OverDrive Uses in January 2023;
 - The second highest OverDrive circulation by Tempe Patrons was in August 2022 with 17,704 uses;
 - Hoopla had the second highest usage in January 2023;
 - Freegal Music+, PressReader and Kanopy all had an increases in usage in January 2023.
 - Tempe Public Library staff added **1,226 new cardholders** and updated **745 library cards**
 - The numbers are impressive considering the Library changed our expiration date from one (1) year to three (3) years so the need to update cards has decreased significantly.

- **Public access computers** within the library's computer lab saw 2,821 uses in January 2023, an decrease of 18% from December 2022;
 - The lab on the **main floor** saw 2,499 uses;
 - The lab in the **Teen Center** saw 50 uses;
 - The lab in **Youth Services** saw 159 uses;
 - Satellite locations including the Cahill Senior Center, Escalante Community Center, and the North Tempe Multi-Generational Center saw 113 uses.
 - Computer numbers are not accurate as the reservation software crashed on January 26, 2023 and unable to track use until January 31, 2023.
- Tempe Public Library has an **average attendance** of 1098 patrons per day, even with three (3) holiday closures.
- Library Staff are **shifting** some of the **collection** in the library, including moving the Teen Graphics to the main floor to increase access to the main floor as well as give Teens more space in the lower level.
- The **public restrooms** are being **repainted** a neutral gray beginning February 2, 2023
- The Library has a **new installation** from **public art**, which celebrates the artists who did the fence art in the parks, including a site-specific vinyl piece on the from wall on the second floor.

Agenda Item 6 – Review of Updated Tempe Public Library Access Computers Term of Use:

APPROVED

- Jessica Jupitus, Deputy Community Services Director - Library Services Division, presented proposed updates to Tempe Public Library's existing Acceptable Use of Electronic Information Resources and the Internet Policy; updates included the following:
 - Changing the name of the policy from Acceptable Use of Electronic Information Resources and the Internet Policy to Acceptable use of Library Technology
 - Stating that the library is not responsible for any damage to any personal hardware attached to Library computers
- Carrie Taylor, Library Advisory Board (Board) Chair, asked the Board members to review the updated Acceptable Use of Library Technology policy
 - Chris Sar asked Jessica Jupitus if the changes were appropriate and easy for library staff to enforce
 - J. Jupitus expressed that would be easy to enforce

MOTION: Christopher M. Watts (Vice-Chair) moved to approve the changes

SECOND: Christopher Sar **seconded**.

DECISION: Motion approved, 7-0.

Ayes: Marie Brown, Marissa Dailey, Dr. Felicia Durden, Teri Metros, Chris Sar, Carrie Taylor (Chair), and Christopher M. Watts (Vice-Chair)
Nays: None
Absent: None
Abstained: None

Agenda Item 6 - Member Announcements/Future Agenda Items

- Terri Metros reported that two (2) libraries in Colorado is still closed to clean from methamphetamine contamination.
 - Jessica Jupitus followed up with The City of Tempe Facilities and Risk Management to see if the Tempe Public Library needed to do anything to prevent this type of closure and they said that we do not need to do anything right now and will do some further investigation.
- Pinal County Library is currently facing backlash because a patron was not granted access to the program rooms to have a Christian Story time
 - J. Jupitus stated that trained Library staff are the only people who host Library Storytime, and Library staff will not deny a patron use of the programs rooms if the Program room policy is being met.

Agenda Item 7 - Adjournments

- Carrie Taylor, Library Advisory Board Chair, adjourned the meeting at 6:34 p.m.
- The next meeting of the Library Advisory Board is scheduled to occur at 6 p.m. on Wednesday, March 1, 2023;
 - Due to the COVID-19 pandemic, this public meeting will be held in a hybrid format in-person and virtually via Microsoft Teams.

Prepared by: Sunna Khokhar; Reviewed by: Jessica Jupitus



03/01/2023

Approval Signature: Library Advisory Board Member