

## Minutes LIBRARY ADVISORY BOARD Wednesday, March 6, 2024

Minutes of the LIBRARY ADVISORY BOARD hybrid meeting recorded at 6 p.m. on Wednesday, March 6, 2024, held in a hybrid format in-person at Tempe Public Library, and via Microsoft Teams.

**(MEMBERS) Present:**

Chris Sar (Chair)  
Jessica Brown  
Marie Brown (Vice-Chair)  
Shari Laster  
Teri Metros

**(MEMBERS) Absent:**

Dr. Felicia Durden  
Jesse Shank

**City Staff Present:**

Craig Hayton, Community Services Director  
Jessica Jupitus, Deputy Community Services Director - Library Services Division  
Sunna Khokhar, Library Specialist II+ - Library Services Division  
Nathan Morrison, Library Systems Technician – Library Services Division  
Brendan Ross, Deputy Community Services Director – Arts and Culture Division  
Ginny Sylvester, Art and Culture Commissioner – Arts and Culture Division

**General Public Present:**

No members of the general public were present.

**Agenda Item 1 - Call to Order:**

- Chris Sar, Library Advisory Board (Board) Chair, called the meeting to order at 6:02 p.m.

**Agenda Item 2 - Call to the Audience:**

- No public comments from the audience to report.

**Agenda Item 3 - Approval of the February 7, 2023, Library Advisory Board Meeting Minutes:**

**APPROVED**

- Chris Sar, Library Advisory Board (Board) Chair, asked the Board members to review the unapproved meeting minutes document dated February 7, 2023.

**MOTION:** Teri Metros moved to approve the February 7, 2023, Library Advisory Board meeting minutes.

**SECOND:** Marie Brown (Vice-Chair) seconded.

**DECISION:** Motion approved, 4-0.

**Ayes:** Chris Sar (Chair), Jessica Brown, Marie Brown (Vice Chair), Shari Laster, and Teri Metros

**Nays:** None

**Absent:** Felicia Durden and Jesse Shank

**Abstained:** None

**Agenda Item 4 - Report: Friends of Tempe Public Library**

- The Friends of the Tempe Public Library were not present at this Library Advisory Board meeting.

**Agenda Item 5 - Arts and Culture Presentation: Brendan Ross, Deputy Director and Ginny Sylvester, Arts and Culture Commissioner**

- Brendan Ross, Deputy Director – Arts and Culture Division and Ginny Sylvester, Arts and Culture Commissioner – Arts and Culture Division, gave the following report specific to Arts and Culture Operations:
  - The purpose of the Tempe Arts and Culture Division is to Steward art and culture engagement through diverse programs, interactive experiences and connective opportunities that enrich the lives of residents and visitors. This is done through our four (4) specialized business units:
    - Community Arts
      - This unit provides meaningful art connections and education for all ages and stages in life through art instructional classes, school programs, community events and outreach
      - Community Arts has offered over 40 events and 390 art classes each year, serving 29 schools and have been awarded 93 art grants.
    - History Museum
      - This unit serves as a gathering place where the community comes together to explore Tempe's past, share its present and imagine the future using museum exhibits, collections and research services, public programs, and partner programs
      - The History Museum has fulfilled over 200 research requests, reached more than 28,000 people through over 100 programs and events each year
    - Public Art
      - This unit cultivates a unique community identity that advances Tempe as a vibrant and progressive destination using permanent or temporary public art, capital improvement plans, art in private

development, neighborhood art, portable artwork on display in City buildings, and commission artists to create new works

- Public Art has reached all those who live, work, and play in Tempe though over 200 installations City wide.
- Tempe Center for the Arts
  - The unit presents and produces compelling, provocative, and inspiring programs to promote meaningful engagement with the most relevant performing and visual arts and culture using self-produced programs, creative partnerships, Local Artist Series: 48 Live, TCA Gallery, Draw-a-thon, and Satellite Exhibits
  - Tempe Center for the Arts impact is to reach up to 100,000 people each year

#### **Agenda Item 6 - Bibliotheca Presentation: Nathan Morrison, Library Systems Technician**

- Nathan Morrison, Library Systems Technician - Library Services Division, gave a presentation on how the new Bibliotheca Check in and check out machines operate

#### **Agenda Item 7 - Staff Report: Jessica Jupitus, Deputy Community Services Director**

- Jessica Jupitus, Deputy Community Services Director - Library Services Division, gave the following report specific to Tempe Public Library operations:
  - **258** adults were engaged in **programming** during February 2024; programs included:
    - **Book Clubs**
      - Mystery Club
      - Friends of Dorothy
      - Horror Book Club
      - Reading Global
      - Great Books
      - Coffee, Tea, and Books
    - **Writing Programs**
      - Writers' Connection
      - Poetry Workshop
      - Building Protected Worlds: Speculative Fiction and Poetry (Resident Writer)

- Story Monsters Among Us (Resident Writer)
- Desert Sleuths – The Joy (and Art) of Writing and Selling Short Mysteries
- Reflections on Love in Our Lives
- Time Management for Writers
- To Inhabit Another Voice
- **Technology Help**
  - DISC Drop-in Technology help
- **English Corner**
- **Page Possibilities: Paper Garland Wall Hanging**
- **Jigsaw Puzzle Swap**
- **Getting Started iPhone Health App**
- **App Store Explained**
- **Escape Room, multiple sessions post-event**
- **Readers' Theatre**
- In preparation for National Poetry Month, the library will have a three (3) hour workshop where patrons can create their own poetry chapbook on March 9, 2024, at 1 pm.
  - Patrons are encouraged to take their book home, write out a poem, and return the book to the library by April 2, 2024.
  - There will be a display of the chapbooks between April 8, 2024 through April 22, 2024.
- The library received 100 submissions for the writing contest, but no submission for the cover design contest.
- J. Jupitus reported the following information specific to operations of Tempe Public Library's (Library) **Youth and Teen Services** areas:
  - 1443 participants were engaged in **youth programming** during February 2024, J. Jupitus highlighted the following programs:
    - **Storytime:**
      - Baby (Mondays, Three (3) sessions)
      - Evening (Tuesdays, Four (4) sessions)
      - Preschool (Wednesdays, Four (4) sessions)

- Toddler (Thursdays, Five (5) sessions)
  - **Baby Bonding** (Mondays, Three (3) sessions)
  - **Code Club** (Thursdays, Five (5) sessions)
  - **LEGO Lab** (Fridays, Four (4) sessions)
  - **Page Turners** (Wednesdays, Four (4) sessions)
  - **Kids Café** (Mondays, Tuesday, and Thursdays, 12 sessions)
  - **Open Learning Lab** (daily)
  - **Totally Tween Hangouts** (Fridays, Four (4) sessions)
  - **Get Inked** (alternating Saturdays, two (2) sessions)
  - 111 **Youth Activity Kits** and 22 teen **STEAM kits** were checked-out for in-library use;
    - The huge spike in activity kit checkouts is due to adding the library recently acquiring a board game collection for in branch circulation
- 130 participants were engaged in **Teen Programming** during February 2024; J. Jupitus highlighted the following programs:
  - **Game On** (Wednesdays, four (4) sessions)
  - **Life Skills Mondays** (Mondays, three (3) sessions)
  - **Create Thursday** (Thursdays, four (4) sessions)
  - **Teen-Led Dungeons and Dragons** (Saturdays, four (4) sessions)
  - **Makers Lab** (Wednesdays, four (4) sessions)
  - **Tabletop Kingdom** (Sundays, three (4) sessions)
  - Teen Volunteers provided 84 hours of service among 19 teens
- There was an unscheduled Montessori school visit with roughly 75 children obtaining library cards and checking out materials.
- The Friends of the Tempe Public Library approved the funding for a lower-level mural and the library is working the process with Public Art's support.
- **Physical circulation of materials** decreased in February 2024;
  - Physical circulation of materials in February 2024 totaled 40,964 uses

- Physical circulation of materials in February 2023 totaled 38,167 uses;
- Physical circulation of materials in January 2024 totaled 41,569 uses;
- Physical circulation of materials in December 2023 totaled 37,618 uses;
- **Virtual/eResource circulation** decreased in February 2024;
  - eResource circulation in February 2024 totaled 37,564 uses;
  - eResource circulation in February 2023 totaled 30,739 uses;
  - eResource circulation in January 2024 totaled 39,750 uses;
  - eResource circulation in December 2023 totaled 37,465 uses;
- Tempe Public Library staff added **1,457 new cardholders** and updated **664 library cards**
- **Public access computers** saw 3,897 sessions in February 2024;
  - The lab on the **main floor** saw 3,532 uses;
  - The lab in the **Teen Center** saw 26 uses;
  - The lab in **Youth Services** saw 209 uses;
  - Satellite locations including the Cahill Senior Center, Escalante Community Center, and the North Tempe Multi-Generational Center saw 130 uses.
- Tempe Public Library has an **average attendance** of 1,182 patrons per day.
  - This is an increase of about 5,000 people over February 2023
- The Tempe Public Library App Launch has a total of 2,567 downloads
- The Library is looking forward to an upcoming program on April 10, 2024 with a local author and retired professor, Dr. Stanlie James
  - Dr. James' book Practical Audacity: Black Women and International Human Rights, will be the starting point for a panel conversation with City of Tempe employees whose work contributes to human rights.
- The libraries annual writing contest book launch is on April 23, 2024 at 6 p.m.

#### **Agenda Item 8 – Member Announcements/Future Agenda Items**

- Chris Sar proposed that a future agenda item be that board members download the Tempe Public Library Application on their smart phones

#### **Agenda Item 9 - Adjournments**

- Chris Sar, Library Advisory Board Chair, adjourned the meeting at 7:03 p.m.

Library Advisory Board  
March 6, 2023

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- The next meeting of the Library Advisory Board is scheduled to occur at 6 p.m. on Wednesday, April 3, 2024;
  - 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

A handwritten signature in black ink, appearing to read "Chin San". The signature is fluid and cursive, with a large initial "C" and a long, sweeping tail.

04/03/2024

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Approval Signature: Library Advisory Board Member