

# City of Mesa Library Advisory Board Meeting

Date: June 16, 2020  
Time: 5:30 p.m.  
Location: Zoom Meeting

## Members Present

Alexis Ross, *Chair*  
Megan Sterling, *Vice Chair*  
Ralph Wilson  
Irene Frklich  
Joy Petroff  
Pamela Rineholt  
Steven Miner  
Cindy Smith

## Staff Present

Heather Wolf  
Brandon Williams  
Anna Mathews  
Polly Bonnett  
Joyce Abbott  
Tony Garvey

## Members Absent

Nathaniel Wadsworth

## Guests Present

AGENDA ITEM	DISCUSSION
<b>Call to Order</b>	Chair Member, Alexis Ross, called the meeting for the City of Mesa Library Advisory Board to order at 5:35 p.m. on June 16, 2020.
<b>Approval of November 19<sup>th</sup> meeting minutes</b>	<p>The November 19<sup>th</sup> meeting minutes were moved by Vice Chair Megan Sterling and seconded by Irene Frklich. Upon the tabulation of votes for the meeting minutes, the results showed:</p> <p>AYES – Sterling, Wilson, Ross, Rineholt, Frklich, Miner, Smith, and Petroff NAYS – None</p>
<b>Public Comments</b>	There were no public comments.
<b>Introductions, Recognitions, and Announcements</b>	Library Director, Heather Wolf, recognized Alexis Ross for her recent accomplishments graduating from her two undergraduate programs. Heather also announced that Pamela Rineholt and Nathaniel Wadsworth will be ending their Library Board terms on 6/30/20, thanking them for their service and wishing them the best of luck on their future endeavors.
<b>Library Director's Update</b>	<p>Heather shared that due to economic uncertainty and the expected decrease in sales tax revenue, the City has asked departments to complete budget reduction exercises, with the Library Services reduction goal of 10%. This is equivalent to \$780,000. Since 75% of the department budget is attributed to personnel costs, this reduction exercise will likely impact positions. When reviewing each department budget, the City Manager asked for programmatic changes that will allow for long-term budget savings. Board Member Ralph Wilson asked what the annual budget for the Library Services Department is and Heather let him know that it was roughly \$7,800,000.</p> <p>Heather also shared that the Library did need to lay off 17 part-time employees due to the Library closure back in March and the subsequent budget constraints caused by decreased sales tax revenue.</p> <p>Heather then shared with the Board that Library staff were reassigned to the Mesa Cares program, which supports the Mesa community with resources and</p>

AGENDA ITEM	DISCUSSION
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information during the Covid-19 pandemic. Staff have managed the call center 7 days a week. After initially being an information center, Library staff began assisting the Economic Development Department in their efforts to provide rent and utility assistance to businesses impacted by the pandemic. Staff took calls from businesses, called hundreds of business owners, and reviewed applications for completeness. Heather mentioned that the Library staff is now supporting the Business Technical Assistance program as well.

Heather discussed the Library’s *Masking Mesa* project and shared that Library staff made almost 1,000 cloth masks and over 700 face shields for City of Mesa personnel. Board member Cindy Smith asked about the face shields design and Management Assistant II, Tony Garvey, showed an example of one. Board Chair, Alexis Ross, asked about requirements of mask wearing for staff and for the public, and Heather shared the information she had regarding the City’s current policy.

She also introduced the Park & Pick-Up service that began in May at all 3 Mesa Library branches. 3 days a week, 3 hours each day, each branch is open for Park & Pick-up service. As Library staff begin to be reassigned back to Library duties, these hours may expand. Board Member, Megan Sterling, shared that she has used this service and was more than happy with her experience.

Heather discussed the Mesa Library going overdue fine-free as of July 1<sup>st</sup> 2020.

Heather also shared that the Library is beginning its reopening plans and will continue to work with City Management at the Direction of Council to develop safe reopening plans for each of the Library branches. Cindy asked about a timeline on reopening the lobby areas in each branch and Heather shared that the highest priority is getting hygiene shields installed and adequate sanitizing supplies first before a reopening date can be identified.

**Identify items for future agenda**

Director Heather Wolf shared that once the Library is open to the public, a tour of the Used Book Sale Area and The Collection Support Services can occur at a future Board Meeting. Cindy asked about the Children’s Library bond project and Alexis asked about the SE Library Branch bond project timeline. Board members can email her with additional agenda items.

**Next Meeting Dates**

September 15<sup>th</sup>, 2020 – Main Library, Board Room OR virtually held on Zoom

**Adjournment**

Board member Joy Petroff moved and Cindy Smith seconded that the meeting be adjourned. The meeting was adjourned at 6:11pm. Upon tabulation of votes, it showed:

AYES – Sterling, Wilson, Ross, Rineholt, Frklich, Miner, Smith, and Petroff  
NAYS – None

The next meeting will be held on the 15<sup>th</sup> of September 2020 at 5:30 p.m. at the Main Library, Board Room OR held virtually on Zoom.