

MOHAVE COUNTY LIBRARY DISTRICT  
CITIZENS' ADVISORY COMMITTEE MEETING  
Monday, August 24, 2009  
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The regular meeting of the Mohave County Library District Citizens' Advisory Committee was held on Monday, August 24, 2009 beginning at 10:00 a.m., at the Mohave County Library in Kingman, 3264 N. Burbank Street, Kingman, Arizona. Meetings are open to all staff, volunteers, and the public.

Members present: Chair Noreen Thomas, Vice-Chair Marilyn Simons, Mahalia Bradford, Len Druian, Debbie Burnham-Kidwell, and Pam Klopfenstein. Absent: none. Also present: Robert Shupe, District Library Director; Cindy Amador, LHC Librarian; C.J. Brown, YS Librarian; Stella Carlzen, CL Librarian; Bruce Carter, Library Manager; Trish Cobb, LA Sr.; Kathy Cook, Secretary; Sherry Gomez, Clerk; Phil Hollister, Library Manager; Cathy Houser, Friends; Julie Huelsbeck, Assistant Director; Amy Huggins, Clerk; Kathy Kissack, Library Manager; Kathy McGehee, Marketing Specialist; Cindy Misenhimer, LA; Jo Patterson, Friends; Gaby Peterman, LA; Mary Roberts, BHC Librarian; Carol Rogers, LA; Brendalyn Schoerhorn, COYOTE; John Shinn, Clerk; Janet Smith, LA; Kristi Turman, LA Sr.; Barbara Wiedenhoft, Clerk; and Catherine Williams, Clerk.

The minutes from the June 22, 2009 meeting were approved as written.

CALL TO THE PUBLIC: No comments.

LOCAL LIBRARY REPORTS: Mahalia commented that she was proud and happy after reading the reports of all the work the staff and Friends have done.

FRIENDS REPORTS: No comments

DISTRICT LIBRARY DIRECTOR REPORT: Robert reported the budget was approved and tax levy rate was approved by unanimous vote.

Staff Development Day will be held on September 23 in Lake Havasu City. Robert invited and encouraged advisory members to attend. The Staff Advisory Council (SAC) has been working very hard to make the day beneficial and productive for staff. Mary Bushing, a very popular speaker on libraries will be the guest presenter.

COYOTE program. Robert reported the library participated in this great program by placing seven young people in the district over the summer. They have worked out very well and two of the COYOTES have remained on for an extended time due to federal stimulus funds.

*Going Green @ Your Library* was one of our past themes. SAC group will be getting national recognition when they give a presentation on recycling for the AMIGOS webinar in October. Robert will provide more information at a later date.

League of Cities and Towns - Robert read an email he had sent to management council late last week regarding a recent proposal. He passed out a copy of Resolution #20 draft to be presented at the League of Cities and Towns conference. Robert explained the resolution is about some cities in Arizona opting out of library districts and wanting to have their own city library. Somehow Kingman was listed as a supporter of this resolution. Robert spoke to Kingman Mayor John Salem, who was not aware of Kingman's name being listed on the

resolution and would look into the matter. At the League of Cities and Towns' conference, the group will decide which resolutions will be sent to the state legislature for consideration. This has the potential for harm to our library district. Debbie Burnham-Kidwell said sometimes a small vocal group can lead the way for the whole movement to be endorsed. Robert encourages all to contact their local city officials and express their support for the library district. Mayor Salem said the city could not support a city library and they were very happy with the county library in Kingman. Pam asked who would attend the League and how would this affect Kingman? Kingman Friends' board member Jo Patterson explained when the Friends approached the city about continuing their donation of \$10,000 to the Kingman Friends, one of the city council members mentioned there was no way that the City of Kingman could afford to establish a city library and that \$10,000 was pretty cheap compared to running their own library. Robert suggests advisory contact all three city councils and mayors to voice their opposition to the resolution. Len commented the resolution would have to go through the legislature before it would become a bill. Len said this would be a horrible mess! Noreen suggests everyone get on their phones and computers to contact city officials.

#### **Agenda items**

**Branch/Division spotlight report, District Technical Services.** Bruce gave a brief explanation of what they do and how they do it. Amy started with the beginning of how library materials are ordered. They used a COYOTE this summer for a retro project. The marketing COYOTE Brenda ran the PowerPoint laptop and has been assisting in final processing. Trish discussed cataloging, cataloging staff and call number spine label structure chart. Sherry explained the final process duties such as jackets and spine labels and stickers so materials can go out to their final library location. Bruce went over DTS's workflow chart. They processed about 36,000 new materials including donations and updated 27,000 records during the last fiscal year. They have about 200 books or materials coming through the doors each day.

**Overdue, Repair & Replacement Charges Policy (formerly Summary Fine and Lost and Damaged Material Charges Schedule Policy)** Robert explained the need to streamline the policy. Len mentioned section 1c about refunds. There are issues that need to be worked out with our library automation system and what it will or won't do. Marilyn suggests we remove the last part of 1c. Robert said the policy needs to go back to the Management Council for final determination. Advisory decided to table further discussion until Management Council revises the policy and brings it back for further discussion and possible action at next advisory meeting or further meeting.

**Bullhead City Expansion project update,** Robert reported the architects are moving forward with drawings and cost estimates. Fire codes and the size of building will impact costs of construction. We want to keep the same size building but we may have to give up some furnishings. Robert said there is the possibility of more discussions and more cuts. Marilyn had some questions on the new landscaping requirements and we may be able to look there for additional cost reductions.

**Colorado City Library project update,** no new information available. Robert said the fiduciary was going to submit something to the judge to separate the library project from the rest of the conflicts so we can move forward.

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CALL TO THE PUBLIC: Marilyn asked if LHC is still receiving funds from the City, yes, they give \$4,000 to the library last year.

ADJOURNMENT: The meeting was adjourned at 11:17 AM.

NEXT MEETING: The next regular meeting to be held on October 26, 2009 at the Mohave County Library in Lake Havasu City Branch Library, 1770 N. McCulloch Blvd., Lake Havasu City, Arizona.

Minutes taken and transcribed by

Kathy Cook  
Secretary Senior