

## **FAIRBANKS NORTH STAR BOROUGH LIBRARY COMMISSION**

### **MINUTES February 17, 2021**

A regular meeting of the Fairbanks North Star Borough Library Commission was held electronically via Zoom and in-person in the Board Room, Noel Wien Library, 1215 Cowles Street, Fairbanks, Alaska. The meeting was called to order at 4:07p.m. by Rex Nutter, Chair.

#### **A. ROLL CALL**

##### **MEMBERS PRESENT:**

Rex Nutter, Karen Fox, Jeff Jacobson, Nicole Eiseman, Elyse Guttenberg, Charles Simmons, Maida Buckley, Robert Hannon, Mary Matthews

##### **MEMBERS ABSENT:**

##### **OTHERS PRESENT:**

Jim Williams – Chief of Staff  
Melissa Harter – Library Director  
Renee Van Nort – Administration Manager  
Denise Thompson – Administrative Assistant

#### **B. MESSAGES/PUBLIC COMMENT**

None

#### **C. APPROVAL OF AGENDA**

Agenda approved without objection or roll call vote.

#### **D. MINUTES**

Minutes from January 20, 2020 approved without objection or roll call vote.

#### **E. UNFINISHED BUSINESS**

None

**F. NEW BUSINESS**

None

**G. REPORTS****Directors Report**

1. Meeting with Risk tomorrow to discuss new mitigation plans geared toward re-opening.
2. Have done away with the fabric cube chairs that were in the library. In the past we have had issues with bed bugs and have spent a lot of money cleaning & repairing.
3. Had a 2-day closure last week due to a positive COVID case. Had several areas deep cleaned.
4. Attended budget meeting with the Mayor and Jim yesterday. It went well.
5. Statistics for January:
  - i. Bookmobile hold pick-ups 2,616
  - ii. Total circulation 15,877
  - iii. Currently have 41,411 users
  - iv. 354,636 items in our library system which is a per capita average of 3.66 which is higher than the national average of 2.86
  - v. Reference had 1,930 interactions
  - vi. North Pole Branch has had over 1,000 interactions.
6. Berry Room is getting ready for Spring Break and putting together craft activity bags. Continue to have virtual programming. Big-T is back & out around town advertising for the library.
7. All staff at both branches are planning for Summer Reading program. Since things are starting to open up, we are hoping at the very least to have some outdoor programming and maybe some socially distanced programming indoors.
8. Made an agreement with the AARP Tax Aide folks to use our auditorium to help patrons with taxes. It will be by appointment only and only on Saturday's when the main part of the library is closed. AARP will do all cleaning of the used space. This was approved by our Risk Management Department.
9. Library Administration, The Library Foundation and Foraker have been meeting every week to discuss how to raise funds needed for CIP project.

**Jim Williams**

Here to respond to letter that was sent in December from the Commission to Mayor Ward asking to appropriate the Bentley Trust dollars that were left over from the last project into the actual project fund for the upcoming Noel Wien renovation. The library renovation project is year two of the Capital Improvement Program. That becomes year one this coming fiscal

year and that is when those funds will get appropriated into the budget. The amount of the Bentley Trust Fund is 3.5 million and some change. Once the money goes into the dedicated project fund there is no plan to take it away for another project however cannot speak for a future Assembly or a future Mayor. Once we enter into a design construction contract for the project, the money will be obligated to that project. July 1<sup>st</sup> the funds will be spendable and then Public Works will do some work so that a request for proposal can go out sometime in October or November.

**Officers Report**

1. None

**H. COMMISIONER’S COMMENTS/COMMUNICATIONS**

**Rex** – Noticed in the paper that there was an amendment to the code to put the common Library Boards & Commission under the Clerk’s office as opposed to Community Planning.

**Jim** – Yes, we are looking at moving the clerking of meetings out from staff responsibility and having the Clerk’s Department clerk all the Boards & Commission meetings.

**Charles** – When the library starts to open up more, what power does the library have to require everyone to wear masks?

**Melissa** – Mask wearing is one of the rules in the Borough’s mitigation plans.

**Rex** – Next meeting is scheduled for March 17, 2021.

**I. EXCUSE FUTURE ABSENCES**

**J. ADJOURNMENT**

4:50 PM