

**PIMA COUNTY PUBLIC LIBRARY ADVISORY BOARD MEETING MINUTES**

November 7, 2024, 4:00 p.m.

Meeting was held both at Joel D. Valdez Main Library, 4th Floor Boardroom,  
101 N. Stone Ave, Tucson, Arizona and virtually via Microsoft Teams

Present: Mariana Padias, Chair; Vice-Chair Rebecca Téllez Peralta; Mary Ann O’Neil, Anna Sanchez, John Halliday, and Sharon Foltz

Absent: Craig Klein and Maria Iannone

Also Present: Amber Mathewson, Library Director; Marissa Alcorta, Deputy Director; Jessica Thornburg, Deputy Library Director; Em DeMeester-Lane, Deputy Library Director; Paulina Aguirre-Clinch, Library Services Manager; Kate DeMeester-Lane, Library Services Manager; Beth Matthias-Loghry, Library Services Manager; Holly Schaffer, Community Relations Manager, Renee Bibby, Library Services Manager; Alina Rowe, Library Services Manager; Kate Hiller, Penney Moreno, Karen Williams, David Higuera and Laura Lopez, Assistant to Library Director

**1. CALL TO ORDER: PLEDGE OF ALLEGIANCE & LAND ACKNOWLEDGEMENT STATEMENT**

The meeting was called to order at 4:00 p.m. by Mariana Padias and the Pledge of Allegiance was recited. Chair Padias read PCPL’s Land Acknowledgement Statement.

**2. CALL TO THE PUBLIC**

Audrey Plaisance - Expressed her concerns about library materials and the explicit topics which she feels are not appropriate for young children. She expressed frustration with current Board of Supervisor approved library policies, citing concerns from parents and her own discomfort with the content. Speaker is calling for a review of library policies to ensure that they accommodate the concerns of parents and provide a safe, age-appropriate environment for children.

**3. APPROVAL OF PREVIOUS MEETING’S MINUTES**

John Halliday motioned to approval of October 3, 2024, minutes.  
Mary Ann O’Neil second  
Motion carried.

**4. INTRODUCTIONS**

None

**5. SUMMARY OF CURRENT EVENTS BY LIBRARY BOARD MEMBERS**

Rebecca Peralta:

- Kanopy. Her son uses it and likes it.
- Is pleased with recent changes and enhancements, particularly in digital offerings and user experience improvements.

**6. FRIENDS GROUPS AND LIBRARY FOUNDATION REPORTS ON EVENTS AND FUNDRAISING ACTIVITIES ON BEHALF OF THE PIMA COUNTY PUBLIC LIBRARY**

Director Mathewson reported that the Friends of the Green Valley Library has voted to dissolve

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the group. The Pima Library Friends will take over the local bookstores. Current members will have a one-year membership with the Pima Library Friends. The Pima Foundation will handle the scholarship fund.

Karen Williams, President, Pima Library Foundation:

a. **Investment Policy Statement:**

- The Foundation has completed an investment policy statement aimed at guiding the management of their endowment funds.
- The objective is to maximize the funds raised to support library initiatives.

b. **Key Focus Areas for the Year:**

- **Scholarships** for students to attend Career Online High School.
- **Mobile Hotspots** to improve digital access for the community.

## 7. Unfinished Business:

### A. Futures Planning Update

Director Mathewson stated that:

- Survey has not been finalized, still working on it.
- The agenda for the special meeting is expected to be broader to include various questions and issues raised, accommodating input from the county administrator, Leshner.

John Halliday asked for clarification of number of Full-Time Employees (FTEs) and Headcount and the apparent difference, suggesting there might be inconsistencies or confusion in the data presented. This issue was flagged for further investigation to determine whether the discrepancy was due to different counting methods, additional staff categories, or potential errors in the report.

## 8. New Business

### A. Limited-Edition Library Card Preview

Renee Bibby, Library Services Manager, presented a PowerPoint with pictures of the new Limited-Edition Library card artworks.

- Hoping the new cards will be out by the holidays but not a guarantee they will be.
- The theme for the new library cards is "Seasons of Pima County".
- There were 400 submissions and narrowed down to 128 then down to 6.
- Voting panel of 12 staff members.
- The cards will be officially announced on the library's website.
- One of the Artists, Chelsea Lindholm, actively promoted the project on social media, contributing to the community's enthusiasm.

## 9. LIBRARY REPORTS

### A. COMMUNITY RELATIONS REPORT

Holly Schaffer, Community Relations Manager, provided an update on recent **library blog posts** and highlighted the diversity and relevance of the content:

- Digital Equity and Inclusion
- Outdoor Activities Post
- Bullying Prevention
- National Adoption Month

## **B. PUBLIC SERVICES & COMMUNITY ENGAGEMENT REPORT**

Marissa Alcorta, Deputy Director, is now over Community Engagement. She provided an update on:

- Work with the **Community Engagement** team and share insights into their current focus and future plans.
- Is **transitioning** into a more active role in managing community engagements and is currently getting a handle on this area.
- The team is working on the Tucson Festival of Books.
- Emphasized that while there are plans to expand and develop a comprehensive strategy, the department is still in the early stages of planning and staffing. The team's commitment to community outreach, despite limited resources, was also highlighted.

Director Mathewson introduced the new Deputy Library Director for Public Services, Em DeMeester-Lane, who transferred into the position on 11/4/24. The report was written by Deputy Director, Marissa Alcorta.

There was a question on statistics, staff will review.

## **C. SUPPORT SERVICES REPORT**

Jessica Thornburg, Deputy Director provided an update on:

- The re-opening of the Martha Cooper Branch Library
- Bear Canyon Library will be temporarily closed due to a crack in the foundation.
- A new section in her report on Human Resources.
- Updates on staffing and the hiring process.
- Announced her resignation and future plans.

Director Mathewson stated the library is doing a Direct appointment to replace Deputy Thornburg.

There was a discussion on several library-related operational topics, primarily centered around:

- 1. Incident Reporting:**
  - Concerns were raised about the accuracy and consistency of incident reporting across branches.
  - Questions included how branch managers are directed to log incidents, potential barriers to reporting (e.g., process complexity, time constraints), and whether current staffing levels affect reporting.
- 2. Staffing Challenges:**
  - The discussion acknowledged the strain on resources and how it impacts prioritization during incidents.
  - Pre-COVID activity levels were described as "hopping," with multiple concurrent situations sometimes requiring selective action.
- 3. Communication and Tools:**
  - The use of a system called "PITS"(patron incident tractor system) was highlighted, allowing staff to share information about high-violence incidents and manage inter-branch suspensions.
  - Reports on significant incidents are shared with leadership and relevant security personnel.
- 4. Guidelines for Emergency Situations:**
  - There was clarification on when 911 calls necessitate an incident report (essentially, any code violation).

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- The goal is to ensure that reporting doesn't discourage necessary emergency responses.

### **D. LIBRARY DIRECTOR'S REPORT**

Amber Mathewson, Library Director provided the following:

- Clarification on FTEs and Headcount will be provided to the board.
- Provided info on Election support at the libraries.
- Thanked staff for their hard work, particularly in supporting elections and ongoing contributions to the library system's success.

## **10. ADJOURNMENT**

Sharon Foltz moved, and Vice-Chair Peralta seconded the adjournment of the meeting. Motion carried; meeting adjourned at 5:23 p.m.

**Special Meeting:** November 15, 2024, at 3:30 p.m.

Submitted by: Laura Lopez, Administrative Specialist III