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## Cochise County Library District

*"Public programs...personal service"*

Minutes of the **October 18, 2017** meeting of  
The Cochise County Library District Citizen Liaison Council

The meeting was called to order at the Copper Queen Library in Bisbee at 1:06 p.m. by Amadee Ricketts.

**Members and guests present:** Marian Buchanan (Benson); Cinda Combs (Copper Queen - Bisbee); Kelli Jeter (Benson); Rob Jones (Elsie S. Hogan - Willcox); Jeannine Lockwood (Benson); Jason Macoviak (Copper Queen – Bisbee); Judith Rhodes (Tombstone); Amadee Ricketts (District); Marcia Spitler (Tombstone); Alison Williams (Copper Queen – Bisbee)

Absent: Douglas Library, Huachuca City Library, and Sierra Vista Library

Ricketts asked for a motion to approve the minutes of the previous meeting on April 19, 2017. Jeter made the motion and Buchanan seconded. The minutes were approved unanimously.

### **Member reports:**

**Copper Queen Library – Bisbee:** Cinda Combs reported that the updated reading room and art gallery space have been very well received. Some of the proceeds from any art sold go to the Friends of the Copper Queen.

A wedding was held in the Copper Queen Library on Sunday, October 15; it was the first that anyone can remember!

The Copper Queen Library has been working to create a literacy annex in San Jose (South end of town, near Safeway) as part of a grant program.

The library placed very high in the Herald/Review's annual Best of Bisbee contest, which is decided by votes from the public. The library won 1<sup>st</sup> place for Best Educator, 2<sup>nd</sup> place for Best Customer Service, and 3<sup>rd</sup> place for Best Art Gallery!

The Copper Queen Library will hold a nonprofit volunteer fair at the library on November 14, with representatives from a range of local nonprofits including the Bisbee Mining and Historical Museum, the Tintown Shelter, and more.

In response to a question about how the Copper Queen Library handles volunteers, Alison Williams noted that the library has volunteers in two categories. Volunteers for the library go through a City of Bisbee application process, and may help with staffing the service desk, maintaining the collection, etc. Volunteers for the Friends of the Library help with the Friends Bookstore, and with special events. Volunteer hours are tracked separately for the two categories of volunteers are tracked separately.

Preschool Yoga has been a popular offering at the Copper Queen.

Other upcoming events include a Friends holiday party and concert with 4 Shillings Short in early December. The event will be held in the library, not off-site at the Royale.

The library will bring back the popular Secret Santa and Food for Fines programs that were offered in 2016. Secret Santa give patrons the opportunity to pay for replacements for lost/missing books, and clear charges from other people's accounts at the same time. Food for fines is just what it sounds like, and contributions only go toward late fees, not replacements. The food is collected by the Fire Department and then distributed to families.

Alison Williams added that the Copper Queen in one of three Cochise County libraries selected to take part in a Fun with Math and Science program for preschoolers and their families. Training will be offered at CQ on January 17, and is open to all interested library staff (including those from the several libraries not selected to receive the program materials from the State Library).

The Copper Queen Library has boosted its health and wellness collection thanks to a 2017 LSTA grant, and those new materials are available to patrons system-wide.

The Bisbee City Hall burned down the night of October 10. Outside investigators have indicated that the fire was not caused by arson. The city hopes to be able to rebuild the historic building in Warren.

The library is doing all right (and Jason rescued the materials that had been returned to the drop box at City Hall). Many City of Bisbee departments will be housed temporarily at the Cochise County complex on Melody Lane.

**Benson Public Library:** With help from Marian Buchanan and Jeannine Lockwood, Kelli Jeter reported on recent happenings in Benson.

Preschool storytime has resumed at the library. They have a great volunteer who loves storytime and also does library outreach visits at Head Start.

New circulation rules and procedures have been approved by the Board, and new books are already circulating for 10 days in Benson.

The library received a huge donation of military books, and worked with the Quiburi Mission senior living center in Benson to make them available to residents. The Friends of the Library helped by adding additional books to meet other interests. The books are housed on a nice new bookshelf and available to all.

The Friends of the Benson Public Library painted the area around the inside of the library's front door, and they are sponsoring book case murals to be painted there by Doug Quarles.

Winter visitors are beginning to arrive, along with lots of donations to the Friends.

The Friends have set books aside for the Library District's Free Book Box Project, along with the Free Little Libraries in the Benson area. Those little libraries have been very well used, and there is one located right outside the Friends bookstore.

**Tombstone City Library:** Marcia Spitler and Judith Rhodes reported that the library's book club and writing club are still going strong. Both groups meet on the 4<sup>th</sup> Wednesday of each month.

There is a fun new preschool program, being offered at Schieffelin Hall. It was hard to draw kids at first – many attend preschool in neighboring towns, but the program just before this meeting had four children present, and they had a great time.

J.A. Jance will appear at the library on Sunday, October 22, at 2 pm, as part of Helldorado Days.

Students from the special education program at the high school have been helping at the library on Tuesdays. This is great for the students as well as the library. One young man who graduated has expressed an interest in coming back to help on his own.

The city of Tombstone has repaired the flooring in the Book Nook, which had become a danger.

The library also received a grant for some new carpet, with assistance from the Fire Department, and a grant for some Makerspace elements they are excited to share with the public soon.

**Elsie S. Hogan - Willcox:** Rob Jones reported that the library's budget was cut this year, along with the budgets of other departments across Willcox city government. The cut ended up being less severe than the initial proposal, but it has still meant a significant adjustment.

The summer reading program was a big success, with 92 people registered and 19 special events, culminating in a closing party at the Community Center on July 27. 32 people attended, and there was cupcake decorating!

Staff member Michelle Cooley attended the Summer Library Institute in Flagstaff in June, and has been working hard to get all the credits required for her Library Practitioner Certification.

The library has five new computers, restoring computer access in the Teen Room.

Library Supervisor Sylvia Stewart retired, and her position was eliminated. Two part-time employees have been able to pick up a few additional hours to help fill the gap.

A new PC has been installed to run the self-checkout station, which is back after a lengthy absence.

The ESH Library has received two significant grants recently. The LETS (Learning, Experience, Technology, and Skills) grant, from LSTA via the State Library, is geared toward ages 10-18. One fun element has been the addition of Virtual Reality equipment, which has been drawing large numbers of kids and teens to the library. The HELP (Healthy Eating for Living & Physical Activity) grant from the Legacy Foundation has helped the library establish gardening programs, in partnership with the Cochise Master Gardeners.

The library is also excited to be developing a new website at [www.willcoxlibrary.com](http://www.willcoxlibrary.com), which will feature current information, a mobile-friendly format, and a library Q&A hosted by Dewey Jr., the library cat!

**Director's Report:** Amadee Ricketts shared some highlights of the new Enterprise library catalog (<https://cclid.ent.sirsi.net>), including library landing pages and improved search features. The group also viewed the old library catalog, iBistro (<https://cclid.sirsi.net>), the better to compare the two.

Various groups were invited to preview the new catalog and share their feedback via a brief survey, September 15 – October 15. Most of the comments and responses were very positive, with a few notable exceptions.

Libraries across the county will transition to the new catalog as of November 6. The “classic” catalog will still be available for any patrons who wish to use it.

As part of the transition to a new catalog, libraries across the county have worked together to establish uniform checkout periods for new materials, and eliminate the need for “Local Request” restrictions.

Sierra Vista has already transitioned to the new item types, and phased out Local Request in favor of priority based holds. (Priority based holds mean that the system automatically moves patrons of an item's owning library to the top of the hold list for that item. If the same item is sitting on the shelf, it is available to be placed on hold by any patron across the county).

All the remaining city libraries and CCLD branches will drop local request and move to the standardized checkout periods for new items in early November.

***The Library District could not have made any of these steps forward without tremendous assistance, cooperation, and flexibility on the part of the libraries. Many thanks to all the library managers and directors, and particular thanks to the making the biggest changes: Sierra Vista Public Library, for volunteering to go first, Douglas Public Library, for making the biggest adjustment to their existing checkout periods, and Benson, for making the biggest change to their circulation rules.***

Ricketts also shared an update on the Cochise County Library District Free Book Box Project, an LSTA grant-funded effort to establish 10 Free Book Boxes in rural parts of the county. Project Coordinator Karen Fasimpaur, from Portal, has done an outstanding job working with community partners, acquiring the boxes (which are large!), and having them decorated by local artists.

The first Book Box location, at the Valley View Community Center in Hereford, will have an unveiling event on Monday, October 23, at 10 am. That Book Box is offered in partnership with the Palominas Elementary School District, and it was decorated by fifth graders from Coronado Elementary School.

Look for details about the project at <http://tinyurl.com/CochiseBookBoxes>, and check out lots of photos here:

<https://www.flickr.com/photos/kareandbrademerson/sets/72157686138676141>

**New Chair for the Citizen Liaison Council:** After some discussion, Jeannine Lockwood said that she was open to becoming the group's new chair. She confirmed her willingness to serve after the meeting, and the membership will vote to confirm her in that position at the next meeting where a quorum of members (representing at least four libraries) are present.

Lockwood is active in the Friends of the Benson Public Library, and is part of that library's Advisory Board. She has considerable experience in the nonprofit sector, including grant writing experience.

The group still needs a Vice Chair, to be nominated and elected in the future.

**Call to the public:** No representatives of the public were present.

**For the good of the order:** Jones thanked the Copper Queen Library for hosting. Lockwood mentioned that libraries are still important in their communities, and that strengthening libraries is a priority. All agreed.

**The next meeting date was not set on the spot, but according to the bylaws it should be held on the third Wednesday in April.** That would make it April 18, 2017, at a location to be determined.

Before that, in November or December 2017, the group will hold a tele-meeting to test the format, and hopefully confirm Lockwood as the new Chair.

Jeannine moved to adjourn, Jeter seconded the motion, and it passed unanimously.

**Meeting Adjourned at 2:45 p.m.**

Respectfully submitted,

Amadee Ricketts