



PLEASE SILENCE ALL ELECTRONIC COMMUNICATION DEVICES. THANK YOU.

NOTICE OF POSSIBLE QUORUM OF THE CITY OF BUCKEYE PLANNING AND ZONING COMMISSION OR OTHER COUNCIL APPOINTED BOARD: PLEASE NOTE THAT THERE MAY BE A QUORUM PRESENT BUT THERE WILL BE NO VOTING TAKING PLACE BY THE CITY PLANNING AND ZONING COMMISSION OR OTHER COUNCIL APPOINTED BOARD AT THIS MEETING.

**CITY OF BUCKEYE
LIBRARY ADVISORY BOARD
NOVEMBER 22, 2021
AGENDA**

**Coyote Branch Library Innovation Room
21699 W. Yuma Road
Buckeye, AZ 85326
6:00 PM**

**Please note that Board Members have the option to attend virtually - for questions please contact Sarah Hughes at 623-349-6320.
FOR INFORMATION REGARDING PUBLIC PARTICIPATION, PLEASE VISIT:
<https://www.buckeyeaz.gov/government/city-clerk/meeting-minutes/meeting-agendas-minutes>**

Accessibility for all persons with disabilities will be provided upon request. Please telephone your accommodation request (623) 349-6911, 72 hours in advance if you need a sign language interpreter or alternate materials for a visual or hearing impairment.

Voting Members will either attend in person or by telephone conference call or video presentation. Items listed may be considered in any order

1. Call to Order/Pledge of Allegiance/Roll Call

2. Comments from the Public - Members of the audience may comment on any item of interest

Board Action: Open Meeting Law does not permit Board discussion of items not specifically on the agenda.

3. Approval of Minutes

Board Action: Motion to approve minutes

3.A Board to approve meeting minutes of October 25th, 2021.

Board action: Motion to Approve

4. Discussion Item(s)

4.A Patron Point

Presentation by Jesse Simms, Digital Librarian

Board Action: For discussion only

4.B Buckeye Valley Museum Façade Construction Overview

Presentation by Jana White, Library Manager

Board Action: For discussion only

5. Comments from Community Services Director

Presentation by Miranda Gomez, Community Services Director

The Director may present a brief summary of activities, however, there will be no discussion, deliberation or action taken on any information presented.

6. Comments from the Board Members

The Board Members may present a brief summary of current events. The board cannot propose, discuss, deliberate or take action on any of the information presented.

7. Adjournment

The Board will make a motion to adjourn the meeting.

CITY OF BUCKEYE
Regular Library Advisory Board
COUNCIL ACTION REPORT

MEETING DATE: 11/22/21	AGENDA ITEM: 3.A. Board to approve meeting minutes of October 25th, 2021.
DATE PREPARED: 11/17/21	DISTRICT NO.:
STAFF LIAISON:	
DEPARTMENT: Community Services	AGENDA ITEM TYPE: Minutes

ACTION/MOTION: (This language identifies the formal motion to be made by the Council)
Board to approve meeting minutes of October 25th, 2021.

Board action: Motion to Approve

SUMMARY

Items related to a project or facility location must include an attached vicinity map for Council Review.

ATTACHMENTS:

[10.25.2021 Library Advisory Board Meeting Minutes.pdf](#)



CITY OF BUCKEYE
LIBRARY ADVISORY BOARD MEETING

October 25, 2021
Minutes

HYBRID MEETING

**Coyote Branch Library – Innovation Room
21699 W. Yuma Road
Buckeye, AZ 85326
6:00 P.M.**

1. Call to Order/ Pledge of Allegiance/Roll Call

Board Chair, Kathleen Rossetti called the meeting to order at 6:03 p.m.

Present: Board Chair, Kathleen Rossetti; Vice-Chair, John Lynch; Board Members: Thomas Osborne, Linda Davis, Calvin Perkins Jr, Holly Roehl, and Charles Maloley.

Absent: Alternate Board Member Laine Wingfield and Roxann Dudas

City Staff Present: Community Services Director, Miranda Gomez; Library Manager, Jana White; Library Administrator, Christine Larson; Council member Craig Heustis; Management Assistant, Sarah Hughes.

2. Comments from the Public – Members of the audience may comment on any item of interest

No Comments

3. Approval of Minutes –

3. A. Board to approve meeting minutes of September 27, 2021

Motion made by Jack Lynch and seconded by Thomas Osborne to approve the minutes of the September 27, 2021 Library Advisory Board Meetings.

Motion Approved

4. New Business

4. A. Planning for Future Libraries:

Community Services Director Miranda Gomez presented on how the City of Buckeye is planning for future libraries. At the September 27th meeting, Vice-Chair Lynch asked that this be a discussion item at this meeting. There are three components involved in future growth; the Library Master Plan which was approved in this year's budget, the Infrastructure Improvement Plan and the North Zone Library Design. The Library Master Plan will included an analysis of space and technology and other conditions to meet library user's needs. The scope of work is being developed now and once it is complete, it will go out to competitive bid as well as the public involvement process. This is going to be an inclusive process that will take time to ensure we get the most community involvement.

The Infrastructure Improvement Plan (IIP) is broken into two zones, north and south. In the north zone, \$289 is collected per single family home for library fees to include building a library. There is expected to be a total of 1.65 million collected in the north zone, so any cost over that for construction of a library must be covered by other funding sources. Every five years the IIP will be updated, and impact fees are calculated on level of service.

The IIP for the south zone is also collecting \$289 per single family home and since there is more development in the south zone, the total collected is expected to be \$3.8 million, however the south zone must account for land acquisition where the north zone does not since the developer has indicated a willingness to dedicate land to the City.

She shared a map of the dedicated site for the new library in the north zone, however Pulte has not dedicated the land to the City yet and this land deal is still being worked on. No design will happen until the land deal is finalized.

Next steps will be taking the master plan out for competitive bid and committee will select consultant to work with. Expect to take 9-12 months to complete the plan and then it will go to Council for adoption. IIP will continue to collect fees until we are ready to take the next steps. Once the land deal is complete in the north zone, design can begin. There are not enough funds slated to construct the library in the north zone, however there are enough funds to begin design.

Jack Lynch asked whether the structure would be stand alone, and Miranda stated that the north zone site is limited in size and space due to utility concerns, however the plan is to have a 10,000 square foot library, a 3,000 community center that is dual use. She is unsure how the south zone will be designed as there is no location identified, however it is good practice to co-locate facilities. This makes it easier on staffing, shared resources and easier to maintain facilities.

Councilmember Heustis made a comment that until Pulte dedicates the land to the City, there is nothing that can move forward with the north zone library. There may be other developments that come into the City that may change this, but for now, land dedication is critical.

4. B. 50th Anniversary Celebration Wrap Up:

Library Administrator Chris Larson presented on the 50th Anniversary celebration. So much fun, but so much work. Chris shared photos of the event with the Board, although many of the Board members were in attendance. The event was spread out so they could social distance, but approximates 270 people attended based on gift bags given away. Door count was 670, which meant that people stayed around the library and visited over the three hour event. Mayor Orsborn spoke and they also had many fun activities. There were drawings of each of the library expansions that were turned into puzzles that families could do at the event. They also had a puppet theater activity. Great Arizona Puppet Theater came and performed the Little Red Hen as well as a visit from Mother Goose. Wall of balloons was a great backdrop to take photos. Strength in Community history panels were debuted. 6 panels were on display along with a photo wall with many photos for people to browse. Chris found an old CD with photos and had a lot of fun memories she was able to share on the wall. Rotary Club from Verrado donated books for the kids' bags. A generous donation was provided by Capital Power and was able to be utilized for refreshments for the event. Part of the Strength in Community Grant will include a digital magazine which is being finalized by the graphic designer. These panels will be moved around to City events and facilities to be shared. Many attendees were visiting the Library for the first time. Chris will send a link to the board of the digital magazine when it is ready. Board member Jack Lynch commented that he was very impressed with the event and kudos to Chris and staff.

5. Community Services Directors Report

Director Gomez provided a report on current events. Miranda acknowledged how much work Chris Larson put into the 50th Anniversary event, and thanked her. September was Library Sign Up Month and was very successful. Staff development day held October 11th and thanked Library staff for hosting. First time the department was able to get together as a department since Covid. As a department we reviewed the strategic plan and also had a guest speaker on navigating change. Divisions broke out in the afternoon to conduct team building and was an overall great day.

Halloween Carnival will be held October 30th and shutting down Main Street this year. Veteran's Day parade being held on November 6th by Main Street Coalition.

6. Comments from the Board Members

- **Board Chair, Kathleen Rossetti:** Had a great time at the 50th Anniversary event.
- **Vice-Chair, John Lynch:** Wanted to verify the date of the next meeting Monday November 22nd. Wanted to see if the December meeting would be cancelled, and Kathy confirmed that the December meeting is cancelled.

- **Board Member, Linda Davis:** Agreed with Kathy and Holly. Everything was wonderful.
- **Board Member, Thomas Osborne:** Congratulations and Chris can start working on the 100 year celebration and said the cake was great.
- **Board Member, Calvin Perkins:** No Comment
- **Board Member, Holly Roehl:** Great event and had a nice time with her family.
- **Board Member, Charles Maloley:** Trying to get in touch with Jesse about the Bookmobile
- **Council Liaison Heustis:** If you know of anyone who would like to serve on the Board, please have them go online and follow the process for applying.

10. Adjournment

Motion to adjourn was made by Board Member Holly Roehl and seconded by Board Member Calvin Perkins

Motion Approved

Meeting adjourned at 6:44 p.m.

Kathy Rossetti - Board Chair

ATTEST:

Sarah Hughes – Community Services Management Assistant

I hereby certify that the foregoing minutes are a true and correct copy of the Library Advisory Board Meeting held October 25, 2021. I further certify that the meeting was duly called and that a quorum was present.