



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
JANUARY 24, 2022
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: <http://www.buckeyeaz.gov/government/city-clerk/meeting-minutes/meeting-agenda-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 from November 22, 2021

Board action: Motion to Approve

4. Discussion Item(s)

4.A Election of 2022 Library Advisory Board Chair: Nomination and motion to approve 2022 Library Advisory Board Chair

Board Action: Nomination and motion to approve

- 4.B** Election of 2022 Library Advisory Board Vice-Chair: Nomination and motion to approve 2022 Library Advisory Board Vice-Chair
Board Action: Nomination and motion to approve
- 4.C** Rules and Procedures Manual and Open Meeting Laws
Presented by Deputy Clerk, Summer Stewart

Board Action: Discussion only
- 4.D** FY 22/23 Community Services Capital Improvement Program (CIP) project submittals and request for Board Members to prioritize projects
Presentation by Robert Wisener, Administration and Project Manager

Board Action: Discussion only
- 4.E** Proposed 2022 Library Advisory Board Meeting Schedule: Sarah Hughes, Management Assistant and LAB Secretary will review the proposed 2022 Library Advisory Board meeting schedule. Board to take action and approve the 2022 LAB meeting schedule.
Board Action: Discussion and motion to approve
- 4.F** Future Advisory Board Meeting Format: Miranda Gomez, Community Services Director will seek input from board members on the preferred format for future meetings, whether to continue to offer hybrid options for attendance or move towards in-person attendance only.
Board Action: Discussion only
- 4.G** Introduction of new Board Member Sebastian Trupiano
Board Action: Discussion only
- 5. Comments from 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: 01/24/22	AGENDA ITEM: 3.A. Board to approve meeting minutes from November 22, 2021
DATE PREPARED: 01/19/22	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 from November 22, 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:

[11.22.2021 Library Advisory Board Meeting Minutes.pdf](#)



CITY OF BUCKEYE
LIBRARY ADVISORY BOARD MEETING
November 22, 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 6:00 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; Digital Librarian, Jesse Simms; 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 October 25th, 2021

Motion made by Jack Lynch and seconded by Holly Roehl to approve the minutes of the October 25th, 2021 Library Advisory Board Meeting.

Motion Approved

4. New Business

4. A. Patron Point:

Digital Librarian, Jesse Simms presented on new marketing software called Patron Point. Many patrons come to the library for a specific purpose and unless they come back to the library, staff has limited interaction with them. Current software does not offer any customization of messaging, where Patron Point does. This is a marketing automation platform that will engage customers with specific messaging and allows for better tracking of usage by customers. This new software is automated and will allow for much better engagement between library staff and our customers. Hope to have this up and running at the beginning of 2022. Kathy asked if we would be targeting a certain zone, north or south zone, and Jesse stated that no, this will be applicable across all zones and will start with a welcome message and then begin to develop customized messaging.

4. B. Buckeye Valley Museum Façade Construction Overview:

Library Manager, Jana White provided an overview of the Buckeye Valley Museum Façade update. Current state of the museum does not represent the vast collection of historical items that are housed here, and really wanted the museum to represent our City and the history which is why the façade project began.

Groundbreaking ceremony will be held Monday December 6th at 2:00 p.m. Construction is slated for begin January 4th and is expected to end June 30th. The saguaro cactus will be staying in place. Grand opening will be anticipated for the fall of 2022.

This remodel will involve adding 535 square feet to include a lobby and reception desk as well as ADA restroom and janitors closet. Installation of interior and exterior security cameras and electronic badge access system. Lighted outdoor exhibit space and asbestos shingles remedied on east exterior wall. This is a big welcome to the revitalization of the downtown area.

Once open, we intend to include the Buckeye Museum as part of the culture pass program brining people to the downtown area. This work would not have been possible without the help of the Buckeye Valley Historical Society and the Community at large. The interior of the museum was done a few years ago and completed with donations from Core Construction and the community.

5. **Community Services Directors Report**

Director Gomez provided a report on current events. Event season is upon us – many exciting things happening in Buckeye. Buckeye Main Street hosted the Veteran’s Day Parade and our department hosted a Veteran’s Day Hike with a great turn out. Shop Small Saturday and Tree lighting is happening Saturday November 27th. All City owned facilities have been decorated with Christmas lights, so they will light up downtown and have also set up photo pods throughout downtown. Cotton Fest is being hosted by Buckeye Main Street and is happening on Monroe Street on December 4th. Glow on Monroe light parade will be held Saturday December 11th. Senior Center has been hosting vaccination clinics open to the public.

6. **Comments from the Board Members**

- **Board Chair, Kathleen Rossetti:** No comment
- **Vice-Chair, John Lynch:** Congratulated all of the presenters tonight and these exciting things highlight how much Buckeye is growing and how it relates to the library. So much growth on the horizon, and how vibrant the library is.
- **Board Member, Linda Davis:** Said that the Halloween Carnival was wonderful and she has heard many great things.
- **Board Member, Thomas Osborne:** No comment
- **Board Member, Calvin Perkins:** No comment
- **Board Member, Holly Roehl:** Friends of the Library is hosting book sale on Thursday through Saturday and they are expecting a large turnout due to time lapse between events. January 20th, Friends of the Library will be hosting the BBQ dinner for Buckeye Days, so please try to attend these events.
- **Board Member, Charles Maloley:** Everything is moving forward very fast and before you know it there will be a library in Festival.

10. **Adjournment**

Motion to adjourn was made by Board Member Jack Lynch and seconded by Board Member Calvin Perkins
Motion Approved
Meeting adjourned at 6:30 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 November 22, 2021. I further certify that the meeting was duly called and that a quorum was present.