

**SUMMARY**  
**Safford City-Graham County Library Advisory Board Meeting**  
**Thursday, March 14, 2018**  
**Claridge Room of Safford Library**  
**808 S. 7th Ave. Safford, Arizona**

The meeting was called to order at 5:221 pm by Vice-Chairperson Cheryl Christensen.

Voting members present: Cheryl Christensen Vice-Chairperson, Sue Rasmussen Secretary,  
Anita Griesenauer, David Sowders, Gloria Short, and AnnJi Craig-Wooten Chairperson  
Non-voting members present: Victoria Silva Library Director and Gene Seal City Liaison  
Voting members absent but excused: Candy Green, Brad Hemphill, and David Morse  
Non-voting members absent: Danny Smith County Liaison

The minutes of the January 31, 2019 meeting were approved as presented.

Members with terms expiring on June 30, 2019 include Cheryl Christensen, Anita Griesenauer, David Sowders and AnnJi Craig-Wooten. They will let us know before the next meeting whether they will accept an additional three year term, wish to take advantage of the opportunity for a one year term or retire.

Members were asked to be thinking of their recommendations for the election of Chairman, Vice-Chairman and Secretary which will take place at the May meeting.

David Sowders, Policy Chair presented a draft of the Internet policy created by Victoria based on input from previous committee meetings. A meeting was set for Tuesday, March 19 at 5:15 in the Program Room to go over the draft in detail.

There has not been a need for the budget committee to meet, so Budget Chair Cheryl Christensen deferred to Victoria to give an update on the state of the current budget.

Library Director – Victoria Silva

- a. Victoria reported that spending is about where it should be for this time of year. Spending numbers include about 30% for the grants due to having to look at how these funds are to be spent as a result of grant staff becoming a full time employee, thus funds are spent; general fund, at 60%; and about 53% for the Library trust. She also noted that a lot of our contracts come up for renewal during May and June, so the numbers even out at that time.
- b. Bibliotheca/3M has been selected as the self checkout system. The invoice has been sent and staff will begin tagging the collection as soon as possible. To avoid confusing the patrons, gates will not be installed until the process is completed.
- c. The Early Literacy Restroom project is near completion. Flooring will be done soon. Retha is looking forward to messy play with her small patrons.
- d. institution of the Cloud Library has been put on hold to avoid paying for duplicate services based on a suggestion from the city attorney.

e. The library and its staff continue to reach out to the community through a variety of programs including canning classes with Cindy Pearson of the County Extension Office, the Community Baby Shower scheduled for March 29, and the Friends Book Sale on April 26-27.

They are also starting to partner with EAC to provide basic business classes. Cheryl suggested a budgeting 101 type class would provide valuable information.

Everyone on staff has a project on which they are working ranging from weeding and updating the collection to updating the website

f. Retha and Lesley will be attending an Every Child Can Read training on March 14th in Tucson

g. Members were reminded to complete the ASK Exercise prior to the May meeting so that we can look at the results. Victoria will resend the questions as soon as possible.

It was reported that the Friends of the Library earned \$313 at their recent Jerry's fundraiser.

The next meeting will be held on Tuesday, May 14, 2019 at 5:15.

The meeting was adjourned at 6:17 pm.

Submitted by Sue Rasmussen, Secretary