

**LIBRARY COMMISSION MEETING AGENDA**

July 21, 2021 at 4:00 p.m.

This meeting will be held at or hosted from the  
Multi-Purpose Room  
North Pole Branch Library  
656 NPHS Boulevard, North Pole, AK

This meeting will be conducted in-person and by zoom or zoom-only with consideration given to the Borough Operational Status and if the Juanita Helms Administration Center is otherwise open to the public. Please visit <https://www.fnsb.gov/406/Boards-Commissions> or contact the Borough Clerk's Office (907) 459-1401.

**A. CALL TO ORDER**

**B. ROLL CALL**

**C. MESSAGES**

C.1. Communications to the Library Commission

C.1.a Director

C.1.b. Officers

C.2. Citizens' Comments - limited to three (3) minutes

C.2.a. Agenda items not scheduled for public hearing

C.2.b. Items other than those appearing on the agenda

C.3. Disclosure and Statement of Conflict of Interest

**D. APPROVAL OF AGENDA AND CONSENT AGENDA**

Approval of consent agenda passes all routine items indicated by asterisk (\*) on agenda. Consent agenda items are not considered separately unless any Commission member or citizen so requests. In the event of such request, the item is returned to the general agenda.

**E. MINUTES**

**E.1. \*Minutes from April 21, 2021**

Documents:

[04\\_21\\_2021\\_LC\\_MINUTES.pdf](#)

**F. EXCUSE FUTURE ABSENCES**

**G. COMMISSIONERS' COMMENTS/COMMUNICATIONS**

**H. ADJOURNMENT**

**I. ACTION MEMO**

Documents:

[07\\_21\\_2021\\_LC\\_ACTION MEMO.pdf](#)

## **FAIRBANKS NORTH STAR BOROUGH LIBRARY COMMISSION**

### **MINUTES April 21, 2021**

A regular meeting of the Fairbanks North Star Borough Library Commission was held electronically via Zoom and in-person in the Board Room, Noel Wien Library, 1215 Cowles Street, Fairbanks, Alaska. The meeting was called to order at 4:03p.m. by Rex Nutter, Chair.

#### **A. ROLL CALL**

##### **MEMBERS PRESENT:**

Rex Nutter, Karen Fox, Jeff Jacobson, Nicole Eiseman, Elyse Guttenberg, Maida Buckley, Robert Hannon, Mary Matthews

##### **MEMBERS ABSENT:**

Charles Simmons - A

##### **OTHERS PRESENT:**

Melissa Harter – Library Director  
Denise Thompson – Administrative Assistant

#### **B. MESSAGES/PUBLIC COMMENT**

None

#### **C. APPROVAL OF AGENDA**

Agenda approved without objection or roll call vote.

#### **D. MINUTES**

Minutes from March 17, 2020 approved with name spelling correction and without objection or roll call vote.

#### **E. UNFINISHED BUSINESS**

None

**F. NEW BUSINESS**

None

**G. REPORTS****Directors Report**

1. On our third week of allowing browsing by appointment. It has been an amazing success. Had 110 visitors on our first day of browsing and 120 on the second.
2. FNSB updated our mitigation policy again. Masking, social distancing, etc. is now all required in the "low risk" category. Another change was that fully vaccinated staff can travel outside the state and rather than having to stay away for 10 days or get a Covid test, they can now call HR and get screened in.
3. It is budget time. The library budget is 100% flat for this coming fiscal year.
4. CIP project is still on the same schedule for the library.
5. Fundraising update for renovation – Richard McQuelkin passed away and his family wanted to honor him. They donated 100k to go towards the teen room. Also received a call from Dermot. He is clearing out his brother's house & had the idea to donate the entire library to the Foundation for a book sale and all the proceeds would go toward the renovation project.
6. The Summer Reading Program this year is called "Reading Colors Your World". There is some talk about some socially distancing programming taking place in library. Waiting for Risk to approve.
7. Working on a program with Stars of Gold Readers. It is a Literary Farmers Market behind the library in Week Field. Inviting different organizations in the community to table at the market. They can bring whatever they want but there has to be some sort of activity that relates to reading. This program is for ages 0 – 17yrs. The kids have to register for the program. Once they arrive, they will be given a little coin purse with the logo's printed on them. Each table the kids visit, they will earn fake money to be used in the end at a different table where they can spend that money on healthy treats like berries, & fresh veggies.
8. Currently have 2 Library Assistant positions open.
9. Need to review our Internet Use Policy. Will get red-lined version to you for review & would like to talk about it next time we meet.

**Officers Report**

None

**H. COMMISSIONER'S COMMENTS/COMMUNICATIONS**

**Jeff** – Kudos to the Library Foundation for being able to receive these incredible donations on behalf of community members that want to be generous.

**Mary** – Congratulations for your position on the Alaska Library Network Board.

**Rex** – Next meeting is scheduled for May 19, 2021 however our staff will not be present, so it is our recommendation that we cancel the May meeting. The next regular meeting will be June 16, 2021.

**I. EXCUSE FUTURE ABSENCES**

**J. ADJOURNMENT**

4:52 PM

DRAFT



# Fairbanks North Star Borough

DEPARTMENT OF THE ASSEMBLY  
Boards and Commissions Clerks

clerks@fnsb.gov  
Main: (907) 459-1401  
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## MEMORANDUM

**TO:** Bryce J. Ward, Mayor, Fairbanks North Star Borough  
**THROUGH:** April Trickey, CMC, Borough Clerk *AT*  
**FROM:** Sharon Wittenkeller, Administrative Assistant III *SW*  
**DATE:** July 22, 2021  
**SUBJECT:** **ACTION OF THE LIBRARY COMMISSION REGULAR MEETING OF JULY 21, 2021**

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Regular Meeting Convened at 4:05 p.m./Adjourned at 4:52 p.m.

### Members Present

Karen Fox	Elyse Guttenberg	Charles Simmons
Jeff Jacobson	Maida Buckley	Robert Hannon, Vice-Chairperson
Rex Nutter, Chairperson		

### Members Excused

Mary Matthews	Nicole Eiseman
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### Non-Voting Members Present

Melissa Harter, Noel Wien Library Director

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## COMMUNICATION TO LIBRARY COMMISSION

Director, Melissa Harter, provided a report to the Commission on current events at the Noel Wien Library and North Pole Library.

## APPROVAL OF MINUTES

Meeting Minutes of April 21, 2021

**-Approved**

**The next meeting is scheduled for August 18, 2021.**