



Douglas Library Committee

Monthly Meeting Minutes
August 7, 2014
Library Large Conference Room
4:00 p.m. – 5:00 p.m

1) Call To Order

2) Roll Call

- Anne Mc Cleve
- Eva Escalante-Excused
- Raquel Lis
- Lawana Diffie
- Jennings Johnson
- Sheila Rogers
- Judy Bourg

- Other:**
Rachel Morris, Library Specialist II

Staff Representation:

- Ana Urquijo, Deputy City Manager
- Venessa Cancio, Library Manager

3) Approval of Minutes –June 26, 2014

Motion made by Sheila Rogers and seconded by Ann McCleve to approve the minutes.
Motion passed unanimously.

4) Upcoming Library Programs & Recap on July Events

The Summer Reading Program concluded in July. The library had a total of 254 participants that registered for the program. 8 children read 1,000 pages and received stars on the wall of the children's room. James the Juggler was our kick-off performer for the teen events and we had around 150 participants. The Summer Reading Program Wrap-Up Pool Party had around 30 participants. Overall, the Summer Reading Program was successful and wielded more participants than last year.

The library participated in the DUSD Health & Wellness Fair and the entire event was a success. The adult discussion group met on July 17 and the book discussed was "Wit's End". We had 4 adults participate.

The upcoming events for August are as follows: The adult book discussion will take place on August 20 and they are reading "The Memory Keeper's Daughter"; the CARE Fair on August 9; and a Back to School Show taking place on August 15 for the youth.

5) General Report/Update on Library Issues by Ana Urquijo and Venessa Cancio

The library is experiencing a lot of changes in staff. Veronica Juarez-Carrillo resigned as Library Manager and Venessa Cancio has taken her place as the new Library Manager. Since Venessa Cancio became the Library Manager, her full-time Library Specialist II position became vacant. Rachel Morris was a part-time Library Specialist II and was hired to fill the full-time position that Venessa Cancio once had. As a result, the library needs to fill the vacant part-time Library Specialist II position that was once Rachel Morris'. Ana Urquijo applied for monies in order to hire Computer Aides for the library. We were awarded these monies and are able to hire 3 computer aides to assist patrons with their technological needs. HR will post job announcements and then the hiring process will commence. Ana Urquijo shared the highlights from the library budget.

6) Member Reports

Committee members suggested various ideas for the Back to School show, including checking the electrical capacities of the library, talking to Tom at the Gadsden Hotel, and having security at the event. Raquel Lis spoke about the reading program at Omega Alpha Academy and encouraged volunteers. Raquel Lis mentioned that she will not be able to attend the meetings if they are on the last Thursday of the month due to prior engagements. Committee agreed to consider changing the dates for upcoming

meetings. Lawana Diffie spoke about the Light the D project and showed the committee the shirts that were created as part of the fundraiser.

7) Next Meeting Date

September 25, 2014

8) Adjournment

August 7, 2014 at 4:49 pm

For reasonable accommodations pursuant to the Americans with Disabilities Act (ADA), call (520) 417-7326 as early as possible to coordinate needed arrangements.

For further information, call Ana Urquijo (520) 417-7326.

Posted on : _____ *(date and time)*

By: _____ *(print and signing)*