



# Douglas Library Committee

Monthly Meeting Minutes  
October 9, 2014  
Library Large Conference Room  
4:00 p.m. – 5:00 p.m

## 1) Call To Order

## 2) Roll Call

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

Other:

### Staff Representation:

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

## 3) Approval of Minutes –August 7, 2014

Motion made by Jennings Johnson and seconded by Lawana Diffie to approve the minutes.  
Motion passed unanimously.

## 4) Election of a Chair for the Library Committee

It was decided to table the election of a chair until all of the committee is present.

## 5) Upcoming Library Programs & Recap on August and September Events

The library participated in the CARE Fair on August 9<sup>th</sup> and gave out bookmarks, pencils, and flyers. The event was a success with 956 participants. Next year the library will better prepare to provide more giveaways for the kids. The adult discussion group met on August 20<sup>th</sup> and the book discussed was “The Memory Keeper’s Daughter”. We had 6 adults participate. The library had a YA program (Back to School Show) on August 15<sup>th</sup>. The location for the Back to School Show was supposed to be in the library parking lot. However, due to the rain, the concert was moved to the gazebo at G Street Park. This location change ended up being better for the event. The event was a fun experience that had 96 teen participants. The library plans to do another concert for the teens in the near future.

In September, the library participated in the Cochise County Fair, had the adult discussion group, and did a Naturalization Outreach event. The library shared a booth at the fair with other city departments. Various members of the staff participated in manning the booth. The library gave out bookmarks and flyers. The adult discussion group met on September 17<sup>th</sup> and the book discussed was “When She Flew”. We had 0 adults participate due to the extreme weather. The library had a Naturalization Outreach Event sponsored by the U.S. Department of Homeland Security: U.S. Citizenship and Immigration Services. We had 32 participants. The event was very successful and had a positive response. Due to patron requests, the library will have another Naturalization Outreach event sometime in November or December 2014.

For October, the library wanted to be ambitious and provide a lot of seasonal programming related to Halloween. There will be adult Halloween movies every Thursday through October, children Halloween movies every Tuesday through October, a spooktacular game night and trick or treat bag decorating for the younger kids, haunted stories of Arizona and ghoulish face painting for the older kids, and a Halloween kid’s bash on October 31<sup>st</sup>. The Friends of the Library is sponsoring most of our October programming. We will have our adult book discussion on October 15 and they are reading “Suite Française”.

**5) General Report/Update on Library Issues by Venessa Cancio**

In the previous Library Committee meeting it was stated that the library had a vacant part-time Library Specialist II position and 3 Computer Aide positions. These positions have been filled. Our new Library Specialist II position was filled by Gerry Valenzuela, who had been a library aide for many years. As a result, the library needed to fill the vacant library aide position that was once Gerry Valenzuela's. The library has filled that library aide position. Currently the library has no more vacant positions.

The library was awarded a \$5,000 grant from the Cochise Community Foundation for a peek-a-book system and an AWE Early Literacy Station. Ana Urquijo and Venessa Cancio attended the Cochise Community Foundation ceremony on October 2 to receive the award.

The Friends of the Library have chosen a date for the Fall Book Sale: November 12-15

**6) Member Reports**

The committee suggested a stronger presence on Facebook. It was suggested that the library create monthly calendars to give to patrons about events/programming happening in the library (Bisbee does this). The committee gave ideas on how to improve the library's presence at the Cochise County Fair, such as doing a raffle at our booth and wearing t-shirts that say "Ask about the Library!" Ideas were given on how to improve movie night attendance, such as having "tickets" for priority seating and extra popcorn. These tickets might get people to come back to future movie nights or give people incentive to come to the movie nights. Lawana Diffie suggested that next year the library partner with the Consulate and the art gallery for a Day of the Dead event, such as altar building classes and displaying the altars created from that class.

**7) Next Meeting Date**

November 20, 2014

**8) Adjournment**

October 9, 2014 4:58 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)