



CITY OF SURPRISE
Library Advisory Commission
16089 N Bullard Ave
Surprise, AZ 85374

Thursday, November 9, 2023 @ 6:00 PM

Surprise Regional Library

- A. Call To Order
- B. Roll Call
- C. Pledge of Allegiance
- D. Staff Reports
- E. Library Commission Agenda:

CALL TO THE PUBLIC:

INSTRUCTIONS: In order to address the Board\Commission, you will need to fill out a Call to the Public Form available at the front counter, and then turn it in to the Secretary before the meeting begins.

Note: A.R.S. 38-431.01(H) - During this time members of the public may address the Board\Commission only on issues within the jurisdiction of the Board\Commission which are not an item on the agenda. At the conclusion of the open call, the Board\Commission may respond to criticism, may ask staff to review the matter or may ask that the matter be put on a future agenda. No discussion or action shall take place on any item raised.

CONSENT AGENDA:

REGULAR AGENDA ITEM - NON-PUBLIC HEARING:

- | | | | |
|----|----------|--|------------------------------------|
| 1. | Citywide | Consideration and action pertaining to the October 12, 2023 Library Advisory Commission meeting minutes. | Arts, Culture & Library Department |
| 2. | Citywide | Presentation and discussion pertaining to the First Quarter Update, a review of the progress of, and a discussion on the key measures of the success of the Library Advisory Commission. | Arts, Culture & Library Department |

- F. Other Business and Future Agenda Items
- G. Current Events and Reports
- H. Executive Session

For information purposes: Upon a public majority vote of a quorum ("Commission"), the Commission may hold an executive session, which will not be open to the public, but for only the following purposes: discussion or consideration of records exempt by law from public inspection (A.R.S. §38-431.03(A)(2));

or discussion or consultation for legal advice with the attorney or attorneys of the public body (A.R.S. §38-431.03(A)(3)).

Confidentiality Requirements: Pursuant to A.R.S. §38-431.03(C)(D), any person receiving executive session information pursuant to A.R.S. §38-431.02 shall not disclose that information except to the Attorney General or County Attorney or by agreement of the Commission, or as otherwise ordered by a court of competent jurisdiction.

The Commission may vote to hold an executive session for the purpose of obtaining legal advice from the Commission's attorney on any matter listed on the agenda pursuant to A.R.S. § 38-431.03(A)(3).

- I. Adjournment

POSTED: Thursday, November 2, 2023 @ 4:30 PM

SPECIAL NOTE: PERSONS WITH SPECIAL ACCESSIBILITY NEEDS, INCLUDING LARGE PRINT MATERIALS OR INTERPRETER, SHOULD CONTACT THE CITY CLERK'S OFFICE @ 623.222.1200 OR TTY 623.222.1002, BY NO LATER THAN 24 HOURS IN ADVANCE OF THE REGULAR SCHEDULED MEETING TIME.



CITY OF SURPRISE
Library Advisory Commission

Council Meeting Date: November 9, 2023 Contact Person:
Submitting Department: Arts, Culture & Library District: Citywide
Department
Staff Recommendations:

Consent: No Regular: Yes Public Hearing: No Report/Discussion: No

Agenda Wording:

Consideration and action pertaining to the October 12, 2023 Library Advisory Commission meeting minutes.

Motion:

I move to approve the October 12, 2023 Library Advisory Commission meeting minutes.

Background:

Not applicable

Objective Analysis:

Not applicable

Policy Compliant:

This item is consistent with City and Council policies.

Financial Impact:

There is no anticipated financial impact related to this item.

Budget Impact:

There is no anticipated budget impact related to this item.

FTE Impact:

There is no anticipated FTE impact related to this item.

ATTACHMENTS:

1. 101223 LAC Meeting Minutes DRAFT
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CITY OF SURPRISE
Library Advisory Commission Meeting
16755 W Vereda Solana Dr
Surprise, Arizona 85387

Tuesday, October 12, 2023 @ 6:00 p.m.

Asante Library

DRAFT Meeting Minutes

A. Call to Order

B. Roll Call

Chair Kady McCarthy, Vice-Chair Deborah Gentry, Commission members Jamie Baker, Kevin Perry and William Shields.

Absent: Lillian Nieto and Jill Thomsen

Staff: Kelsey Lamphier – Arts, Culture & Library Director and Heather Donaldson – Arts, Culture & Library Management Analyst, Sr.

C. Pledge of Allegiance

D. Staff Reports

Director Lamphier reported on the following items:

- Library Card Sign-Up Month
 - 12,000 Surprise Public Library cards registered – Number expected to increase as seasonal residents return to Surprise
 - Dysart Unified School District – 2,000 applications received and we are hoping to visit charter schools next
- Library Material Vendors Set-Up
 - Orders have been placed and will be arriving over the next couple of weeks
- Developmental Toys
 - Partnership with Friends of the Surprise Libraries; Available for checkout at all three libraries
- Words on Wheels – Mobile Library Services
 - Phase 1 (Homebound Delivery) Available Now
 - Phase 2 (Neighborhood Drop Offs/ Pick-ups) Pilot program at Arizona Traditions
 - Phase 3 (Assisted Living Facilities) *In Planning Stage*
 - Library Courier will pick-up/ drop off holds weekly
- Binge Boxes
 - Themed movie boxes – patrons receive special treat bag with binge box while supplies last
- Spooky Events
 - Solar Eclipse this Saturday – Solar eclipse glasses available at libraries starting Friday, October 13th
 - Viewing Party/ Planet-themed Craft

- Star Party 10/21 at 6PM
- Halloween Tale Trail 10/27 at 5:30PM
- Howl-a-ween 10/28at 10AM

E. Library Commission Agenda

CALL TO THE PUBLIC:

None

REGULAR AGENDA ITEMS – NON-PUBLIC HEARING:

1. Consideration and action pertaining to the September 14, 2023 Library Advisory Commission meeting minutes.

Chair McCarthy moved to approve the September 14, 2023 Library Advisory Commission meeting minutes. Commissioner Perry 2nd. 5 Yes votes (2 absent). Motion carried.

2. Presentation and discussion pertaining to current Library Policies.

Director Lamphier made the presentation to the Commission.

- Vice-Chair Gentry pointed out that there is an extra comma in the Collection Development policy after the word being and before the word driven.

Vice-Chair Gentry asked what the city's philosophy is regarding programming and speakers, and she asked if there should be a policy regarding these items. Director Lamphier advised that the City can most certainly look into developing a policy regarding programming and speakers, etc. She also advised that there is no charge for anyone to use the library rooms as long as they are not charging anyone that may be attending their meeting/program.

- Commissioner Perry asked for further explanation of the re-evaluation requests and the city's consideration and procedures for when a patron is adamant about getting a book removed from the library. He expressed his concerns regarding censorship, and he suggested that the formal procedure should be reviewed with the City Attorney as it then becomes a public record.
- Commissioner Baker suggested allowing patrons to initiate the re-evaluation procedure online.

Commissioner Baker inquired as to how the Surprise Public Library System can confirm that the book vendors provide materials that the Surprise community wants. City staff advised that the Collection Development Librarians primarily select the books provided to our libraries by the vendors, and the 3 main library vendors have a wide variety of all different types of books available. We can also purchase from Amazon as well as Barnes & Noble if necessary due to any possible delays, restrictions, etc.

Commissioner Baker asked how we promote full equality regarding library displays. Director Lamphier advised that we are trying to promote all views and intentionally not offend or upset anyone. The library staff looks at the American Library Association and what they are focusing on, or staff suggestions based on City initiatives, popular authors, etc. All displays must have a diverse selection of books on it. Director Lamphier also advised that community members can also request a re-evaluation of a current display as well as the library staff welcomes any community suggestions where displays are concerned. Commissioner Baker suggested having the community suggest and vote on upcoming display themes.

F. Other Business and Future Agenda Items:

- Presentation regarding Surprise Public Library System patron demographics.

G. Current Events and Reports

Commissioner McCarthy attended a family story time, and she commented that it was very apparent that the staff was working specifically to get the children involved.

Commissioner Perry attended a puppet show at the Surprise Regional Library, and he commented that it was a fantastic program.

ADJOURNMENT:

Motion to adjourn at 7:23 p.m. – Chair McCarthy made a motion to adjourn Commissioner Perry 2nd. 5 Yes votes. Motion Carried.

	Kady McCarthy, Chair
ATTEST:	Heather Donaldson, Management Analyst, Sr.

CERTIFICATION:

I, Kesley Lamphier, Director for the City of Surprise Arts, Culture & Library Department, Maricopa County, Arizona, do hereby verify that these are the true and correct minutes of the Library Commission meeting held on October 12, 2023.

	Kelsey Lamphier, Arts, Culture & Library Director
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CITY OF SURPRISE
Library Advisory Commission

Council Meeting Date: November 9, 2023 Contact Person:
Submitting Department: Arts, Culture & Library District: Citywide
Department
Staff Recommendations:

Consent: No Regular: Yes Public Hearing: No Report/Discussion: No

Agenda Wording:

Presentation and discussion pertaining to the First Quarter Update, a review of the progress of, and a discussion on the key measures of the success of the Library Advisory Commission.

Motion:

Not applicable

Background:

An in-depth review of our First Quarter Update will examine the milestones we have achieved since the July 1 transition and highlight the significant strides we have made over the last three months. A discussion of potential future performance indicators will serve as a compass for our long-term goals as we move into the Second Quarter.

Objective Analysis:

By conscientiously exploring our current measures for success, we can gain a more comprehensive understanding of our achievements and identify areas for further growth and improvement.

Policy Compliant:

This item is consistent with City and Council policies.

Financial Impact:

There is no anticipated financial impact related to this item.

Budget Impact:

There is no anticipated budget impact related to this item.

FTE Impact:

There is no anticipated FTE impact related to this item.

ATTACHMENTS:

1. SPLS Update - 110623 Work Session



SURPRISE PUBLIC LIBRARY UPDATE

ARTS, CULTURE & LIBRARY DEPARTMENT

November 6, 2023



In Our First Three Months

- Nearly **80,000 Patrons Walked Through Our Doors**
- 76 Volunteers Donated 579 Hours of Their Time (\$20,445 Value)
- Nearly 300 Programs Totaling 10,000+ Participants
- **13,114 Library Cards Issued** (Average 120/ Day)
 - 10,627 Surprise Residents
 - 9,887 Adult Cards
 - 3,199 Juvenile Cards
- 103,790 Items in Collection
- **158,972 Items Checked Out Since July 1** (Average 45,420/ Month)

TOP 5 CIRCULATIONS

1. Simply Lies (David Baldacci)
2. Diary of a Wimpy Kid: Diper Overlode (Jeff Kinney)
3. DC League of Super-Pets (Movie)
4. Headphones
5. It Ends With Us (Colleen Hoover)

Library Program Highlights



Library Program Highlights

PAJAMA STORYTIME

Tuesdays
6:30 p.m.



Surprise Regional Library

ALL AGES

TAI CHI

Tuesdays
9:30 a.m.



Surprise Regional Library

ADULTS (18 & UP)

BILINGUAL STORYTIME

Saturdays
10:30 a.m.



Hollyhook Library

ALL AGES

MUSIC & MOVEMENT

2nd & 4th Fridays
2 p.m.



Asante Library

Kids (ages 0-5)

SMASH BROS TOURNAMENT

Friday, September 1
3:45 p.m.



Surprise Regional Library

Teens (10-18)

SURPRISE BOOK CLUB

Wednesday
September 20
2 p.m.



Surprise Regional Library

ADULTS (18 & UP)

BABY TIME

Tuesdays
10:30 a.m.
&
Wednesdays
11:30 a.m.



Asante Library

Kids (0-24 months)

TEEN S.T.E.A.M.

Last Wednesdays
3 p.m.



Asante Library

Twins/Teens (10-18 yrs)

City Department Partnerships



- Comm. Development
- Econ. Development
- Fire/ Medical
- HSCV
- Parks & Recreation

- Police
- WRM

Coming Soon:

- Public Works
- Sports & Tourism

Engaging with our Community!

Dysart Unified School District

- Library Card Sign-Up Month
- Canyon Ridge Early Literacy Program
- Literacy Nights
- Read Across America
- OUAZ Community Fair
- Sun City Grand Computer Club
- TutorTime
- Sun City West – Women's History Month Celebration



Summer Reading Program

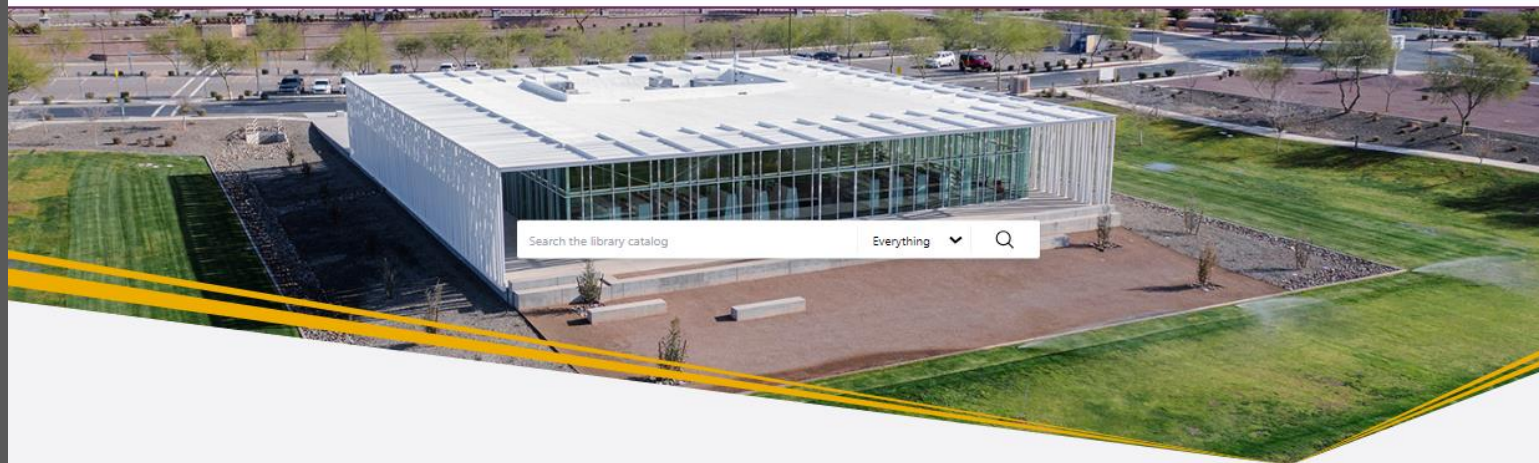
- Surprise Public Library System offered **175 programs over the summer**
- **More than 2,500 individuals participated** in the program; 1,240 completed their 1,000 minutes (all time high participation!)



Featured Services

- **New Website**
- **Vega Discover**
- Mobile App
- Increased Libby Access
- Extended Holiday Hours
- Decreased Print Fees
- Developmental Toys
- Binge Boxes





Featured Books

If you've got it, haunt it!



Welcome to Night
Vale. 03: The
faceless old woman...
Fink, Joseph (Fiction
writer)



Long Live the
Pumpkin Queen
Emshaw, Shea



Haunted hotels
Troupe, Thomas
Kingsley



What moves the dead
Kingfisher, T



Nothing but
blackened teeth
Khaw, Cassandra



Search

All

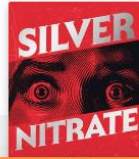
Handle with Scare!

[View All](#)



Vampires of El Norte

Cañas, Isabel



Harry Potter series. 02 Harry Potter and the chamber of secrets

Rowling, J. K

Published: 1999-2016 | English

[Harry Potter series ;](#)



For Later



Options

Book

Available

Audio CD

Checked Out



On shelf at one or more locations



Asante Library | Hollyhock Library | Surprise Regional Library

[Edition information](#)

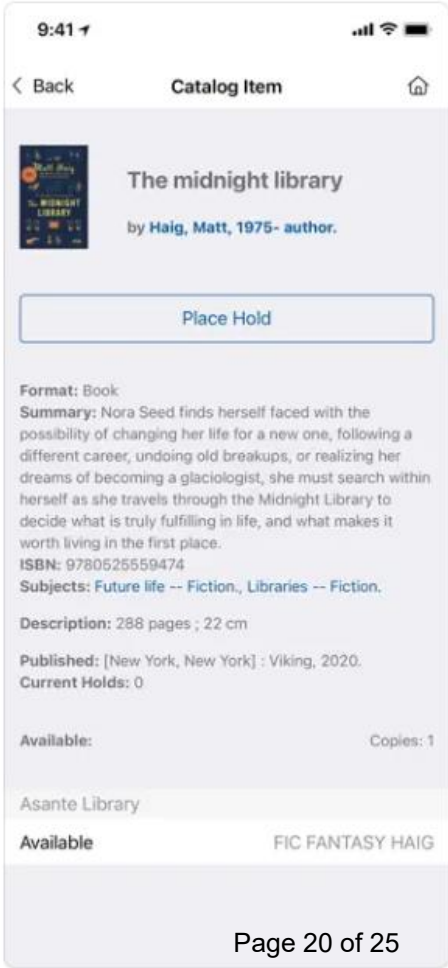
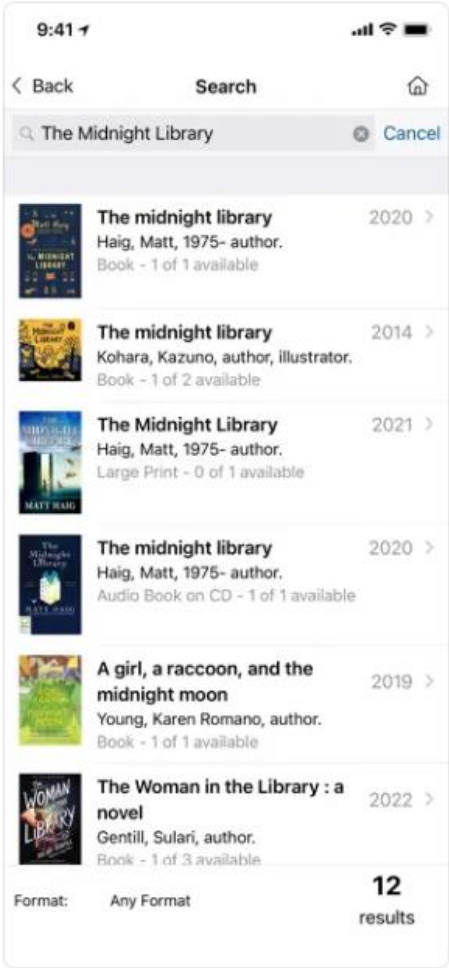
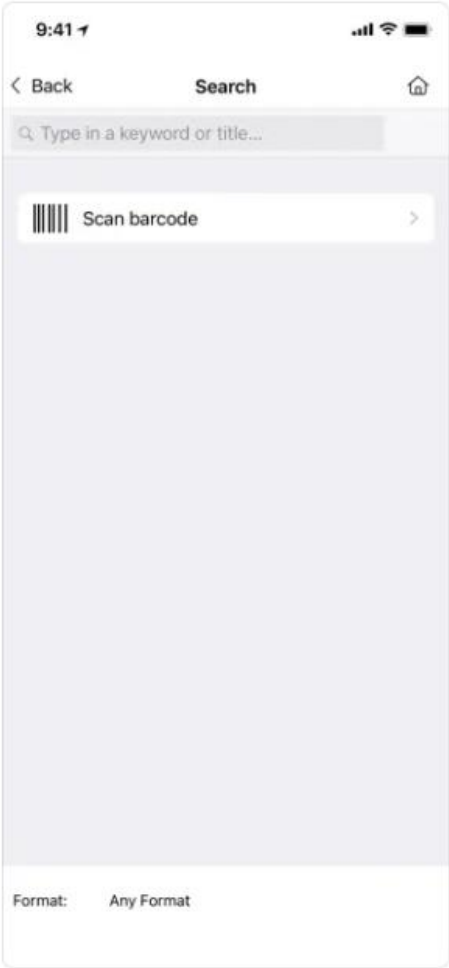
Place Hold

0 holds 13 copies

Featured Services

- New Website
- Vega Discover
- **Mobile App**
- Increased Libby Access
- Extended Holiday Hours
- Decreased Print Fees
- Developmental Toys
- Binge Boxes





Featured Services

- New Website
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Featured Services

- Curbside Pickup
- Auto-Renewal
- WiFi Hotspots
- Ancestry.com
- Headphones
- CreativeBug
- Video Games





Words on Wheels

- Phase 1 | Homebound Delivery
 - Individuals within Surprise city-limits who are homebound can apply (online or by calling 623.222.2901) to receive books delivered straight to their door.

The service is limited to one pick-up/ drop off per month per home.

- Phase 2 | Neighborhood Book Drops
- Phase 3 | Assisted Living Facilities



What's Next?!

- 2024 Library Card Design Contest
- Collection Development Update
- OCLC/ ILL
- MAX
- Printing Update
- Vega Program + Vega Promote





SURPRISE
ARIZONA

QUESTIONS OR COMMENTS?

Thank You