



**CITY OF SURPRISE
Library Advisory Commission**

16089 N Bullard Ave

Surprise, AZ 85374

Thursday, October 10, 2024 @ 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 September 12, 2024 Library Advisory Commission meeting minutes. | Arts, Culture & Library Department |
| 2. | Citywide | Discussion pertaining to September 2024 Proclaimed Library Card Sign-up Month. | Arts, Culture & Library Department |
| 3. | Citywide | Discussion pertaining to the 2024 Mayor's Literacy Challenge – Winter Reading. | Arts, Culture & Library Department |
| F. | Other Business and Future Agenda Items | | |
| G. | Current Events and Reports | | |
| H. | Adjournment | | |

KRISTI PASSARELLI, CITY CLERK

POSTED: Wednesday, October 2, 2024 @ 10:00 AM

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: October 10, 2024 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 September 12, 2024 Library Advisory Commission meeting minutes.

Motion:

I move to approve the September 12, 2024 Library Advisory Commission meeting minutes.

Background:

Not applicable.

Objective Analysis:

Not applicable.

Policy Compliant:

This item is consistent with the 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. 091224 LAC Meeting Minutes
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**CITY OF SURPRISE
Library Advisory Commission
16755 W Vereda Solana Dr
Surprise, Arizona 85387**

Thursday, September 12, 2024 @ 6:00 p.m.

Asante Library

Meeting Minutes

A. Call to Order

B. Roll Call

Chair Kady McCarthy, Vice Chair Tomasina DiCapo, Commission members Deborah Gentry, Jamie Baker, Jill Thomsen and William Shields

Absent: None

Staff: Kelsey Lamphier – Arts, Culture & Library Director, Ashley Ware – Acting City Librarian, and Heather Donaldson – Management Analyst, Sr.

C. Pledge of Allegiance

D. Staff Reports

Ms. Ware reported on the following items:

- The Observe the Moon program will be happening this Saturday at Asante Library
- Halloween Tail Trail is coming to Surprise Regional Library on Friday, October 25th
- Our Library of Things has grown with fort building and stem kits and many other items
- The Associate Librarian position has opened up this week for two positions
- It is Library Card Sign-Up Month and the Mayor made a proclamation for it on September 3rd at the City Council meeting

CALL TO THE PUBLIC:

None

REGULAR AGENDA ITEMS – NON PUBLIC HEARING:

1. Consideration and action pertaining to the August 8, 2024 Library Advisory Commission meeting minutes.

Commissioner Shields moved to approve the August 8, 2024 Library Advisory Commission meeting minutes. Commissioner Baker 2nd. 6 Yes votes. Motion carried.

2. Presentation and discussion pertaining to the Surprise Public Library System Customer Satisfaction Survey.

Ms. Ware provided the Commission with a presentation regarding the Surprise Public Library Customer Satisfaction Survey Results where she addressed the following topics:

- Data Points in response to the following survey questions:
 - Overall, how important is the library to you and your family?
 - Do you have a Surprise Public Library System library card?
 - On average, how often do you visit Surprise Libraries?
 - How would you rate the Surprise library services?
 - How important are the library services to you?
 - What type of library materials do you check out the most?
 - Which library do you attend programming at most often?
 - On average, how many times do you visit the library to attend programming?
 - What days and time of day works best for you to attend Adult programs?
 - What days and time of day works best for you to attend Youth programs?
 - How do you typically find out about library programs?
- Library collection and programming responses in response to the following survey questions:
 - What would you like to see added to our collection in the future?
 - What can we do to improve our library collection?
 - Is there a specific author or series you are particularly interested in and would like the Collection Development team to keep an eye out for?
 - What are the top three book categories you read most?
 - Which programs have you attended this past year which you enjoyed the most?
 - What suggestions do you have for new library programming?
- Library services and benefits responses in response to the following survey questions:
 - How does the library benefit you or the community?
 - How could the library or its services be improved, if at all?
 - What do you value most about the library?

3. Discussion pertaining to the Surprise Public Library System strategic plan.

Ms. Ware lead a brief discussion regarding a timeline and what the process may look like for the Surprise Public Library System strategic plan. She asked the Commissioners to help pull people together from our community for focus groups.

E. Other Business and Future Agenda Items:

- None

F. Current Events and Reports

- None

ADJOURNMENT:

Motion to adjourn at 7:14 p.m. – Commissioner Baker made a motion to adjourn. Vice Chair Dicapó 2nd. 6 Yes votes. Motion Carried.

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

CERTIFICATION:

I, Ashley Ware, Acting City Librarian 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 September 12, 2024, 2024

	Ashley Ware, Acting City Librarian
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CITY OF SURPRISE
Library Advisory Commission

Council Meeting Date: October 10, 2024 Contact Person:
Submitting Department: Arts, Culture & Library District: Citywide
Department
Staff Recommendations:

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

Agenda Wording:

Discussion pertaining to September 2024 Proclaimed Library Card Sign-up Month.

Motion:

None.

Background:

On September 3, 2024 at the City of Surprise Council Meeting, Mayor Skip Hall proclaimed the month of September to be Library Card Sign-up Month in accordance to the national movement.

Objective Analysis:

Staff will provide analysis of library card signs up throughout the system and month of September.

Policy Compliant:

This item is consistent with the 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:



CITY OF SURPRISE
Library Advisory Commission

Council Meeting Date: October 10, 2024 Contact Person:
Submitting Department: Arts, Culture & Library District: Citywide
Department
Staff Recommendations:

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

Agenda Wording:

Discussion pertaining to the 2024 Mayor's Literacy Challenge – Winter Reading.

Motion:

None.

Background:

January-March 2024 was the 2024 Mayor's Literacy Challenge which was opened up to all patrons of Surprise Libraries and specific challenges for Dysart schools.

Objective Analysis:

Consider information and patron experience from 2024 to provide feedback for 2025 Mayor's Literacy Challenge.

Policy Compliant:

This item is consistent with the 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:
