

**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 your 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:

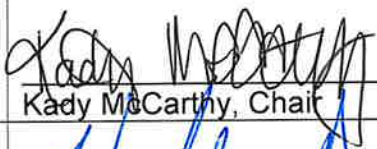
- None

F. Current Events and Reports

- None

ADJOURNMENT:

Motion to adjourn at 7:14 p.m. – Commissioner Baker made a motion to adjourn. Vice Chair Dicapo 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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