



**CITY OF SURPRISE
Library Advisory Commission**

16089 N Bullard Ave

Surprise, AZ 85374

Thursday, December 12, 2024 @ 6:00 PM

Surprise Regional Library

Meeting is Canceled*

- 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 November 14, 2024 Library Advisory Commission meeting minutes. | Arts, Culture & Library Department |
| 2. | Citywide | Presentation and discussion pertaining to a mid-year update, a review of the progress of, and a discussion on the key measures of success of the Library Advisory Commission. | Arts, Culture & Library Department |
- F. Other Business and Future Agenda Items
 - G. Current Events and Reports
 - H. Adjournment

KRISTI PASSARELLI, CITY CLERK

POSTED: Tuesday, December 3rd, 2024 @ 1:30 PM

*** Canceled on Wednesday, December 11th, 2024 @ 1:45 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: December 12, 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 November 14, 2024 Library Advisory Commission meeting minutes.

Motion:

I move to approve the November 14, 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. 111424 LAC Meeting Minutes DRAFT
-

**CITY OF SURPRISE
Library Advisory Commission
16755 W Vereda Solana Dr.
Surprise, Arizona 85387**

Thursday, November 14, 2024 @ 6:00 p.m.

Asante Library

DRAFT Meeting Minutes

A. Call to Order

B. Roll Call

Chair Kady McCarthy, Vice Chair Tomasina DiCapo, Commission members Deborah Gentry, Desiree VanLoon and William Shields

Absent: Commissioner Jamie Baker

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

C. Pledge of Allegiance

D. Staff Reports

Ms. Ware reported on the following items:

- Ms. Ware advised that she has officially been moved to City Librarian and we are in the process of hiring a new Branch Manager for Surprise Regional and Hollyhock
- Hailey Meyers has accepted the position of part-time Library Assistant and has been promoted from Library Aide
- Interviews for the Aide position are being held next week
- Halloween Tale Trail was a huge hit! - Over 350 people joined us that night
- Building updates for Asante; new carpet, Hollyhock; new roof and paint, and Regional; new office space and cubicle move in
- Library Card Design contest will be kicking off with Surprise Party again this year
- Commissioner Thomsen has resigned and Council will be conducting interviews to fill the vacancy in December
- Update on Polaris request from October commission

CALL TO THE PUBLIC:

None

REGULAR AGENDA ITEMS – NON PUBLIC HEARING:

1. Consideration and action pertaining to the October 10, 2024 Library Advisory Commission meeting minutes.

Vice Chair DiCapo moved to approve the October 10, 2024 Library Advisory Commission meeting minutes. Commissioner Shields 2nd. 5 Yes votes. Motion carried.

2. Presentation and discussion pertaining to the Library Advisory Commission's advocacy.

Ms. Ware provided the Commission with a presentation regarding advocacy opportunities within the Surprise Public Library System. A discussion followed regarding how the Commissioners would like to move forward. The Commission was very interested in volunteer and tabling opportunities.

- E. Other Business and Future Agenda Items:

None

- F. Current Events and Reports

- Vice Chair DiCapo attended the Moon and Star Party at Surprise Regional Library as well as the Live at Asante event (music concert).

ADJOURNMENT:

Motion to adjourn at 6:49 pm – Commissioner Shields made a motion to adjourn. Commissioner Gentry 2nd. 5 Yes votes. Motion Carried.

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

CERTIFICATION:

I, Ashley Ware, 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 November 14, 2024, 2024

	Ashley Ware, City Librarian



CITY OF SURPRISE
Library Advisory Commission

Council Meeting Date: December 12, 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:

Presentation and discussion pertaining to a mid-year update, a review of the progress of, and a discussion on the key measures of success of the Library Advisory Commission.

Motion:

None.

Background:

An in-depth review of our First Quarter Update will examine the milestones we have achieved since July 1, 2024 and highlight the significant strides we have made over the last three months. A discussion of potential performance indicators will serve as a compass for our long-term goals as we finish out the fiscal year 2025.

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 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. LAC 121224

LIBRARY ADVISORY COMMISSION

December 12, 2024

First 4 Months of FY25

- Nearly **130,000** patrons walked through our doors
- Volunteers donated **942** hours of their time (\$33,037 value)
- **510** programs with over **13,000** patrons participating!
- **5,505** new library cards created – average **45** a day
- **219,237** items checked out – average **1,782** a day

TOP CIRCULATING ITEMS

Headphones – 1125

Kung Fu Panda 4 - 156

Zinnia – 134

Carrots - 128

Arthur the King - 123

LIBRARY PROGRAM HIGHLIGHTS



LIBRARY PROGRAMS



**TEEN
S.T.E.A.M.**

Last Thursdays
3:45 p.m.


library

Asante Library

A lightbulb with a blue base and a colorful, abstract burst of ideas in various colors (red, yellow, green, blue, purple) emerging from the top. The word "IDEAS" is written in a stylized font within the burst.

TWEENS/TEENS (10-18 YRS)

BABY TIME

Tuesdays & Thursdays
10:30 a.m.


library

Asante Library

A close-up of a baby's hands playing with colorful stacking blocks (red, yellow, green, blue, purple) on a wooden floor.

INFANTS (0-23 MOS)

**MUSIC &
MOVEMENT**

2nd & 4th Wednesdays
11:30 a.m.


library

Asante Library

Two young children jumping joyfully in a room with large windows and a wooden floor.

KIDS (0-5 YRS)

**FUN
FACTORY**

Tuesdays
4 p.m.


library

Hollyhock Library

Two young girls sitting at a table, focused on a craft project involving paper and scissors.

ALL AGES

**BRICK
MASTERS**

2nd Fridays
3:45 p.m.


library

Surprise Regional Library

A close-up of hands building a structure with colorful LEGO bricks on a green baseplate.

KIDS (6 - 11 YRS)

CLUED IN

4th Mondays
2 p.m. & 6:30 p.m.


library

Surprise Regional Library

A row of old, leather-bound books on a wooden shelf, with some books slightly out of focus.

ADULTS (18+)

**ADVENTURERS'
GUIDE**

2nd & 3rd Saturdays
2 p.m.


library

Surprise Regional Library

A small, ornate treasure chest filled with colorful dice and other small objects, with more dice scattered on the surface in front of it.

TEEN (13-18)

**WEEKEND
WANDERS**

3rd Saturdays
1 p.m.


library

Hollyhock Library

A group of hands of various ages holding a small, colorful globe of the Earth together.

ALL AGES

CITY DEPARTMENTS



OUR COMMUNITY



- Dysart Unified School District
 - Canyon Ridge Storytimes
 - Literacy Nights
 - School Tours
- Ottawa University
- West Valley Astronomy Club
- Vitalant
- Red Cross
- and so much more

SUMMER READING 2024



- **67,000** people came to our libraries
- Over **9,000** patrons attended programs
- **277** programs in June and July!

NEW ITEMS

- Expanded Words on Wheels
- One of the largest borrowers of MAX items
- 1,000 Books Before Kindergarten
- Record players and vinyls
- PS5 gaming consoles for programs
- Expanded volunteer program
- Associate Librarian positions
- Tween programs
- Kid Librarian
- Driving Tests
- Reading Arizona





surrisepubliclibrary.gov
library@surpriseaz.gov

