

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

Thursday, April 10, 2025 @ 6:00 p.m.

Surprise Regional Library

Meeting Minutes

A. Call to Order

B. Roll Call

Chair Kady McCarthy, Vice Chair Tomasina DiCapo, Commission members Deborah Gentry, Mark McCall and Jamie Baker

Absent: Commission members Annie Ansell and Desiree VanLoon

Staff: Ashley Ware –City Librarian and Heather Donaldson – Sr. Management Analyst

C. Pledge of Allegiance

D. Staff Reports

Ms. Ware reported on the following items:

- We would like to take a moment to remember Commissioner Bill Shields. He was on our first commission and did so much to promote the library and make sure we could be successful.
- We are in the process of hiring a new part-time library assistant for Hollyhock Library.
- We have a new commissioner, Annie, who will be at our next meeting in May!
- Spring into the library starts this Saturday.
- Summer Reading is happening! Registration starts on May 1st.

E. Library Commission Agenda

CALL TO THE PUBLIC:

None

REGULAR AGENDA ITEMS – NON PUBLIC HEARING:

1. Consideration and action pertaining to the March 13, 2025 Library Advisory Commission meeting minutes.

Vice Chair DiCapo moved to approve the March 13, 2025 Library Advisory Commission meeting minutes. Commissioner Baker 2nd. 5 Yes votes. Motion carried.

2. Discussion and review pertaining to data collected for the Surprise Public Library Strategic Plan initiative.

City Librarian Ware lead a discussion with the Commission regarding the strategic plan draft. She discussed the following topics with the Commission to gain their input:

- Library system's support of the City's mission:
 - Library system's contribution to creating a safe and attractive community.
 - Examples of how the Library system acts in fiscally responsible manner while fulfilling its own mission.
 - Library system's focus on multi-generational literacy initiatives and how they align with the City's goal of helping residents thrive.
 - Ways that the "cutting edge technology" and "engaging programs" of the Library system contribute to the "innovative public service" aspect of the City's mission.
 - Ways that the Library's vision of being a "vibrant heart of the community" support the City's aim of creating and attractive community.
 - Library system's commitment to "equal access and opportunity for all" and how it reinforces the City's broader goal of residents thriving.
- Library system's mission:
 - Areas that the Library system could focus on to achieve its vision.
 - Resources necessary to fully support the Library in achieving its mission.
 - Library's role in supporting economic development and business growth within the City, in alignment with the City's mission.
- How do our "top line items" support the Library system's mission and what key performance indicators could we use to measure the success and impact of each of them:
 - Books, movies, music & things.
 - Free access to information.
 - Socialization, inclusion and supporting the community.
 - Lifelong learning.
 - Programs, community engagement and special events.
- Library system strengths:
 - Ways that the Library system can empower its staff to enhance the patron experience and address community needs effectively.
 - Ways that the Library system can strengthen "building relationships" with patrons and community stakeholders.
 - Ways that the Library system's "hours of operation" meet the needs of the community and opportunities for adjustments.
 - Ways that the Library system's "facilities" meet the current and future needs of the community.
 - Ways that the Library system can continue to cultivate "city support."
 - Ways that the Library system can further empower its advocates.
- Library system near-term goals (within one year).
- Library system long-term goals (within five years).
- Ways the Library system can respond if current conditions evolve/change.
- Ways the Library system can turn it's goals into action.

F. Other Business and Future Agenda Items:


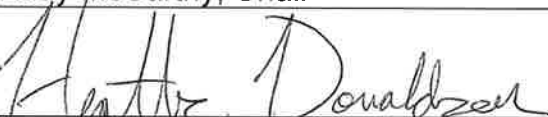
- Commissioner Baker requested Surprise Public Library System data on MAX and ILL.
- Chair McCarthy wants to find out how the Commission can be more involved with the Summer Reading Program.

G. Current Events and Reports

- Vice-Chair DiCapo enjoyed the Boards and Commission Dinner. She also stated that the storytimes at the stadium went really well and were very well attended.
- Commissioner Gentry suggested that at the Boards and Commissioner Dinner the different commission members should be sat with each other rather than all at the same tables. She also mentioned how she has enjoyed shelving books at the library, and that she participated in her first book club.
- Chair McCarthy took a moment to honor Commissioner Shields. She also stated that she is grateful for all that the library does, and she recognized National Library Week.


H. **ADJOURNMENT:**

Motion to adjourn at 7:40 pm – Commissioner McCall made a motion to adjourn. Commissioner Baker 2nd. 5 Yes votes. Motion Carried.

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

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 Advisory Commission meeting held on April 10, 2025.

	 Ashley Ware, City Librarian
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