

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

Thursday, December 11, 2025 @ 6:00 p.m.

Asante Library

**Meeting Minutes**

A. Call to Order

B. Roll Call

Vice Chair Tomasina DiCapo, Commission members Annie Ansell, Deborah Gentry, Kady McCarthy, Mark McCall and MaryAnne Riodique

Absent: Chair Desiree VanLoon

Staff: Ashley Ware – City Librarian, Heather Donaldson – Senior Management Analyst and Kelsey Lamphier – Director

C. Pledge of Allegiance

D. Staff Reports

Ms. Ware reported on the following items:

- We have new staff members to announce. Breanna is our newest at Asante and Hailey has been promoted at Regional. Both are library assistants.
- Meredith has retired, and we are so happy for her!
- Interviews for open positions will be in the next few weeks.
- Surprise Party was great. We had Mayor Sartor and Council Member Judd come over to read stories. We gave away so much swag at our booth.
- Mayor's Literacy Challenge kicks off on the first. We are super excited to get kids reading after the holidays again, and the program is open to all ages to win prizes!
- There was a suspicious package today at Regional. I want to commend our staff for staying calm while evacuating the building and the officers who took the matter on to make sure our building and community are safe.

E. Library Commission Agenda

**CALL TO THE PUBLIC:**

None

## REGULAR AGENDA ITEMS – NON PUBLIC HEARING:

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

Commissioner McCarthy moved to approve the November 13, 2025 Library Advisory Commission meeting minutes. Commissioner McCall 2<sup>nd</sup>. 6 Yes votes. Motion carried.

2. Presentation and discussion regarding an update of the Library of Things collection and future strategies.

Director Lamphier led a discussion with the Commission regarding the Surprise Public Library System's Library of Things including the current collection and strategies for future expansion where she addressed the following topics:

- Library of Things
  - Publicly accessible lending collection that provides practical, educational, and recreational items, beyond books and media, to support lifelong learning, creativity and community well-being.
- Existing Collection + Coming Soon
  - Items in Sensory category
  - Items in the Wellness category
  - Items in the Explore category
  - Items in the STEAM category
- Data Analytics
- Future Collection
  - Future Ideas

3. Presentation and discussion regarding an update of the Surprise Public Library System Strategic Plan.

Director Lamphier led a discussion with the Commission regarding the Surprise Public Library System's performance regarding the Strategic Plan and future plans for continued growth where she addressed the following topics:

- Goal 1: Grow Community Connection
  - Grow community connection to improve the lives of Surprise residents.
    - Strategies
      - ❖ User-centered experiences
      - ❖ Establish partnerships
      - ❖ Equitable access to library resources
    - Existing
      - ❖ Community-centered collection & programming
      - ❖ Internal & external partnerships
      - ❖ Summer Reading, Mayor's Literacy Program, Stars & Stories

- Future
  - ❖ Focus groups with key stakeholders (homeschool), autism community, etc.)
  - ❖ Expand partnership opportunities
- Goal 2: - Life-Long Learning
  - Develop and encourage a life-long learning through innovative and impactful programming, collections, and resources addressing community interests and needs.
    - Strategies
      - ❖ All ages learning
      - ❖ Collection development
      - ❖ Supportive work environment
    - Existing
      - ❖ Recent internal promotions
      - ❖ End of year celebration/ staff development day
      - ❖ Annual library birthday party
    - Future
      - ❖ User-centered experiences
      - ❖ Establish partnerships
      - ❖ Equitable access to library resources
- Goal 3: - Visibility
  - Strengthen the visibility of the SPLS to broaden the perception fo what ta library could be for the community.
    - Strategies
      - ❖ Demonstrate fiscal/ financial responsibility
      - ❖ Targeted marketing strategy
    - Existing
      - ❖ Performance dashboard
        - ROI, data-driven statistics
        - Transparency
      - ❖ Meeting (future) patrons where they are – city events, block parties, schools
      - ❖ Partnership with MarCom; social media, newsletters
    - Future
      - ❖ Social media team
      - ❖ Intentional marketing
      - ❖ Advocate for budget packages
      - ❖ Sustainable growth

- Goal 4: - Future Planning + Sustainable Growth
  - Explore options for SPLS expansion for the growing needs and population of Surprise to enhance the community experience and improve services.
    - Strategies
      - ❖ Long-term facilities plan
      - ❖ Plan for future design with community input
    - Existing
      - ❖ Managing existing facilities; upgrades, maintenance, etc.
      - ❖ Facility inventory
      - ❖ Visiting Valley libraries
    - Future
      - ❖ Identify funding sources
      - ❖ Location strategies
      - ❖ Long-term growth plan
      - ❖ Focus groups

F. Other Business and Future Agenda Items:



- Commissioner McCarthy would like an update on the reorganization of the library collection purchasing pertaining to the new vendors.

G. Current Events and Reports

- Commissioner Gentry advised that she learned during her recent trip to Iceland that 10% of Icelanders will publish a book in the next ten years.
- Commissioner McCarthy read during storytime at the Surprise Party. She said it was very cool to see everyone attend and to see all the party goers with their Surprise bags throughout the event. She had a friend in another city send a tiktok of another library's community fix-it day and said it would be nice to do that at SPLS.

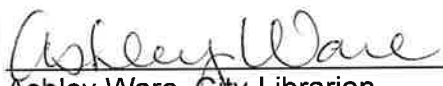
**H. ADJOURNMENT:**

Motion to adjourn at 7:16 pm – Commissioner McCarthy made a motion to adjourn. Commissioner Ansell 2<sup>nd</sup>. 6 Yes votes. Motion Carried.

	 Desiree Van Loon, Chair
<b>ATTEST:</b>	 Heather Donaldson, Sr. Management Analyst

**CERTIFICATION:**

I, Ashley Ware, City Librarian for the City of Surprise Library Department, Maricopa County, Arizona, do hereby verify that these are the true and correct minutes of the Library Advisory Commission meeting held on December 11, 2025.

	 Ashley Ware, City Librarian
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