



**City of Scottsdale  
Library Board  
Regular Meeting Minutes**  
Wednesday, January 8, 2025  
Mustang Library  
10101 N. 90<sup>th</sup> Street  
Scottsdale, AZ 85258

**PRESENT:** Chair Freda Hartman, Vice-Chair Enid Seiden (departed at 4:08 p.m.), Board Members Sam Campana, Roselyn O’Connell, Janice Shimokubo, and Leslie Totten

**ABSENT:** Natalee Esposito-Holliday

**STAFF:** Judy Doyle, Community Services Assistant Executive Director; Mike Beck, Library Director; Tamera Norwood, Senior Manager; Medina Zick, Mustang Branch Manager; Javier Mendoza, Administrative Assistant

**Call to Order**

Chair Hartman called the meeting to order at 3:00 p.m.

**Roll Call**

Members present as listed above.

**Public Comment:**

No members of the public were present.

**Minutes – December 11, 2024**

VICE-CHAIR SEIDEN MOVED TO APPROVE DECEMBER 11, 2024, LIBRARY BOARD MEETING MINUTES AS AMENDED. BOARD MEMBER O’CONNELL SECONDED THE MOTION, WHICH CARRIED SIX (6) TO ZERO (0). CHAIR HARTMAN, VICE-CHAIR SEIDEN, AND BOARD MEMBERS CAMPANA, O’CONNELL, SHIMOKUBO, AND TOTTEN VOTED IN THE AFFIRMATIVE. THERE WERE NO DISSIDENTING VOTES.

**REGULAR MEETING AGENDA**

**1. Patron Comment Report**

Michael Beck, Library Director, provided an overview of patron comments received over the last month, noting that patrons continue to provide comments on outstanding customer service. Patrons utilized comments to provide feedback and suggestions for the website, collection development, and programs. Mr. Beck advised that the Civic Center Library received the 2024 “People Love Us”

Award from Yelp for receiving high ratings and positive feedback. A discussion ensued related to the free speech area comment. Other comments were made regarding the value of patron comments.

## **2. Mustang Library Highlights**

Medina Zick, Branch Manager, shared highlights for Mustang Library that included the current exterior and interior designs unique to Mustang as well as planned upgrades. Ms. Zick reviewed current and upcoming programs, noise mitigation in the form of an early literacy space, the creation of a maker space that will include a 3D printer, and changes in demographics. Other discussions included funding for 3D printers at all library branches and ways to increase youth circulation.

## **3. FY2025-2026 Operating Budget and Capital Improvement Project Budget**

Michael Beck, Library Director, provided a brief recap of the Decision Packages submitted on December 17, 2024. The top priority in the operating budget is replacing the sorter at Appaloosa Library, and the top-priority capital improvement projects are the new northwest adult restrooms at Civic Center Library.

Board members discussed key points to be presented to the City Council by Chair Hartman related to the sorter at Appaloosa and adult restrooms at Civic Center. Chair Hartman will compile the suggestions and prepare a draft presentation for review at the February meeting.

## **4. Library Policy Review**

Tamera Norwood, Senior Manager, reviewed the Quiet Rooms and Study Rooms policy. She explained the policy includes rooms that may be reserved by the public for free.

Board Member Totten suggested adding definitions for “quiet” and “shared” for clarification purposes. Other comments were related to staff monitoring the rooms for policy compliance and ensuring patrons know which rooms are study rooms.

## **5. Library Safety and Security Overview**

Michael Beck, Library Director, provided a brief overview of safety and security within the libraries, noting they are governed by the Rules of Conduct policy, which is posted at the library entrance, as well as other locations throughout the building. Safety drills and fire drills are conducted on a routine basis. The library is an inclusive family environment and welcoming place for all. Other comments pertained to staff training for deescalating aggressive behaviors.

## **6. Library Board 2024 Annual Report**

Chair Hartman discussed the purpose of the Annual Report, reviewed her proposed Annual Report for the Library Board, which is separate from the Library Annual Report, and highlighted the Board’s accomplishments throughout the year. Board Members discussed the inclusion of Friends of the Library into the Annual Report of the Library Board.

BOARD MEMBER TOTTEN MOVED THAT THE BOARD CHAIR’S REPORT BE INCLUDED AS AN APPENDIX TO THE ANNUAL REPORT WITH THE MODIFIED CHANGES. BOARD MEMBER O’CONNELL SECONDED THE MOTION, WHICH CARRIED FIVE (5) TO ZERO (0). CHAIR

HARTMAN AND BOARD MEMBERS CAMPANA, O'CONNELL, SHIMOKUBO, AND TOTTEN VOTED IN THE AFFIRMATIVE. THERE WERE NO DISSENTING VOTES.

BOARD MEMBER O'CONNELL MOVED TO APPROVE THE ANNUAL REPORT. BOARD MEMBER TOTTEN SECONDED THE MOTION, WHICH CARRIED FIVE (5) TO ZERO (0). CHAIR HARTMAN AND BOARD MEMBERS CAMPANA, O'CONNELL, SHIMOKUBO, AND TOTTEN VOTED IN THE AFFIRMATIVE. THERE WERE NO DISSENTING VOTES.

## **7. Director's Report**

Michael Beck, Library Director, provided the Library Board with a summary of library events:

- Recognition of Kate Malstaff and Alicia Brillon and their nomination for Citywide Annual Employee Awards
- Library Service and Technology Grant
- Candid.org
- Updated library card designs
- Upcoming Friends and Library Events (Parada Del Sol, February 1, 2025)
- Highlight of 2024 accomplishments

## **8. Board Member's Report**

- Board Member O'Connell stated she was asked if the Board would be meeting at Arabian Library.
- Board Member Totten noted she and Vice-Chair Seiden met with Branch Manager Zick at Mustang and that she attended a movie screening event, which had a great turnout.
- Board Member Shimokubo noted she had her orientation meeting with Chair Hartman.
- She discussed her liaison position for Appaloosa.
- Chair Hartman discussed the College and Career Corner at Civic Center.

## **9. Library Board Nomination and Election of Officers for 2025**

Board Member Campana suggested starting discussions in December.

BOARD MEMBER CAMPANA NOMINATED DR. FREDA HARTMAN AS CHAIR FOR A SECOND TERM. BOARD MEMBER TOTTEN SECONDED THE MOTION, WHICH CARRIED FIVE (5) TO ZERO (0). CHAIR HARTMAN AND BOARD MEMBERS CAMPANA, O'CONNELL, SHIMOKUBO, AND TOTTEN VOTED IN THE AFFIRMATIVE. THERE WERE NO DISSENTING VOTES.

BOARD MEMBER TOTTEN NOMINATED ENID SEIDEN AS VICE-CHAIR FOR A SECOND TERM. BOARD MEMBER CAMPANA SECONDED THE MOTION, WHICH CARRIED FIVE (5) TO ZERO (0). CHAIR HARTMAN AND BOARD MEMBERS CAMPANA, O'CONNELL, SHIMOKUBO, AND TOTTEN VOTED IN THE AFFIRMATIVE. THERE WERE NO DISSENTING VOTES

## **10. Identification of Future Agenda Items and Future Meetings**

Future Meeting agenda items could include:

- Teen Advisory Committee
- Advocates for upcoming events

Next Meeting: Wednesday, February 12, 2025, at 3:00 pm at Civic Center Library

## **11. Adjournment**

BOARD MEMBER SHIMOKUBO MOVED TO ADJOURN THE MEETING. BOARD MEMBER O'CONNELL SECONDED THE MOTION, WHICH CARRIED FIVE (5) TO ZERO (0). CHAIR HARTMAN AND BOARD MEMBERS CAMPANA, O'CONNELL, SHIMOKUBO, AND TOTTEN VOTED IN THE AFFIRMATIVE. THERE WERE NO DISSENTING VOTES.

With no further business to discuss, being duly moved and seconded, the meeting adjourned at 5:05 p.m.

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