



**City of Scottsdale
Library Board
Regular Meeting Minutes**
Wednesday, September 10, 2025
Civic Center Library – Platinum Room
3839 N. Drinkwater Blvd.
Scottsdale, AZ 85251

PRESENT: Chair Dr. Freda Hartman, Vice-Chair Enid Seiden, Board Members Sam Campana, Roselyn O'Connell (via Teams), Janice Shimokubo, and Leslie Totten

ABSENT: None

STAFF: Alicia Brillon, Senior Manager; Sarah Kaufman, Library Manager; Michael Beck, Library Director; Mike Murphy, Business and Analytics Manager; and 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. Chair Hartman indicated that Natalee Esposito-Holliday is no longer on the Library Board and will not appear in the minutes. She only appeared on the agenda because she was technically on the Board when it was prepared.

Public Comment

There was no response to the call for public comment.

Minutes – June 11, 2025

Member Totten reiterated a request she made during the previous meeting for more information about the Library Department's staffing structure. Chair Hartman stated it should appear on the next agenda.

Chair Hartman recommended the following changes to the minutes: "Chair Friedman" be changed to "Chair Hartman" in the minute approval item; the final sentence of Agenda Item 3 be moved to its own paragraph; the word "never" be removed from the final sentence of the first paragraph in Agenda Item 4; and "Western Spirit Museum" be changed to "Museum of the West" in the first paragraph of Agenda Item 5.

BOARD MEMBER TOTTEN MOVED TO APPROVE THE JUNE 11, 2025, LIBRARY BOARD MEETING MINUTES AS AMENDED. VICE-CHAIR ENID SEIDEN 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 DISSENTING VOTES.

REGULAR MEETING AGENDA

1. Patron Comment Report

Library Director Michael Beck noted many of the comments received pertained to the new website, and the Library works with City Communications on all website changes. He said the Library does not offer laptops for patron use due not only to the age of the department's laptops, but to the high loss rate experienced by an outside library system. He mentioned that the Library offers computer classes for seniors both at the Senior Center and the Library. He reviewed comments 28 and 42 as listed in the agenda packet.

Regarding comment 45, which Board Member Shimokubo thought looked like random comment, Mr. Beck said all comments that come through the system are included in the report for the sake of transparency. He reviewed comments 52 and 54, adding that the HVAC system sometimes needs to be taken offline for repairs.

Responding to Vice-Chair Seiden's queries, Mr. Beck explained the Library's courier system, which transports materials from one branch to another. The books in the "Most Wanted" collection are often checked out very quickly, and Library staff tries to make sure each library is stocked. He clarified that comment 39 references a painting called *Satan Devours His Son*, but the proper title of the classic piece of art is *Saturn Devouring His Son*.

Board Member Totten expressed support for the suggestion made in comment 6 regarding integrating library cards with iPhones. Mr. Beck said an exploratory committee has already been established to research that possibility.

Board Member Totten recommended displaying a notification when kids' playthings have been temporarily removed from a library location. She wondered whether Library staff could offer a tutorial to help people navigate the new website. Mr. Beck informed Chair Hartman that a report on the new website will be covered in Agenda Item 3.

2. Board Recommendation - Rassner Endowment Fund

Senior Manager Alicia Brillon said the Library is able to take a certain amount of interest income from the Rassner Endowment Fund, and she requested Board approval to do so. The funds must be used for library materials, so Library staff uses them for adult books, DVDs, and children's books. The fund is generally used for print materials, not digital materials, partially because the Library's budget is sufficient to address the digital aspect.

Board Member Totten suggested advertising this gift and how it will be used to expand Library services. Library Director Michael Beck said he could investigate ways that the Library can do some sort of acknowledgment. Board Member Shimokubo thought that sort of visibility could encourage others to set up an endowment fund.

VICE-CHAIR SEIDEN MOVED TO RECOMMEND APPROVAL OF THE DISTRIBUTION OF UP TO \$18,300 OF INTEREST INCOME FROM THE RASSNER MEMORIAL SCOTTSDALE LIBRARY ENDOWMENT FUND FOR FISCAL YEAR 2025/26. BOARD MEMBER TOTTEN 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 DISSENTING VOTES.

3. Scottsdale Public Library Website Update

Library Director Michael Beck noted the website redesign began in October 2024 and was implemented on July 1. The last redesign was in 2011/2012, and the goal of the current redesign was to present information in a variety of easily accessible ways. More colors and graphics were added, and the website is more responsive to mobile phones as well as being more accessibility compliant.

Mr. Beck indicated the three most important sections, according to Google Analytics, are the events/programs page, downloadables, and the catalog. He reviewed some of the other changes made to the site, including the addition of a news element, visual improvements to the carousels and graphics boxes, an improved calendar function, the inclusion of Google Translate and Google Maps, the predictive search feature, homogenization of the event language, and renaming of several website elements, among other minor modifications. The catalog search has also been added to every page on the site. He recognized there could be challenges with previously bookmarked pages that have been altered.

Responding to Board Member questions, Mr. Beck said the website is a living document under constant process improvement based on suggestions. Only three of Scottsdale's boards and commissions have information posted about their respective boards, and the department site refers back to the Clerk's site for consistency with other City boards and commissions. Administrative Assistant Javier Mendoza added that there is a link to the Library Board webpage which lists the members, as well as his and Director Beck's contact information. That page is updated quickly and often.

Chair Hartman stressed the importance of informing people about the Board. Discussion ensued about where the Library Board should be promoted on the website and how prominently. Mr. Beck reminded the Board that staff has to work within the confines of what is allowable with internal City partners. Board Member Totten pointed out the Library Board is placed in the "Get Involved" section. Chair Hartman recommended that the language be more proactive.

Mr. Beck indicated anyone who requests help with the website gets routed first to Library staff to troubleshoot any issues. Most problems are handled that way, though requests can be referred to the IT department.

4. Library Policy Review – 3D Printer Policy

Library Director Michael Beck confirmed this is a new policy, and it was reviewed by Library staff and the legal department. He introduced Sarah Kaufman, Senior Manager of Programs, Outreach, and Trainings, who sought feedback on the policy. Mr. Beck noted Arabian Library opted to give its 3D printer to Civic Center Library, though Library staff is working on a grant to increase the number of printers. The plan is for Civic Center to have two and Appaloosa and Mustang Libraries each to have one. Ms. Kaufman reviewed the conditions of the new policy as contained in the agenda packet.

Regarding the policy, Board Member Totten made the following suggestions: add "where available" so users do not assume 3D printers will be at every library, capitalize "maker space" in #4, and spell out Scottsdale Police Department in #9.

Board Member Shimokubo noted some libraries have restrictions about printer usage and others charge by weight of filaments used. She proposed having a reservation system for printer usage. She wondered about the layout of the makers spaces, how patrons will be notified when their prints are ready, and whether there should be a restriction against inappropriate or obscene usage.

Mr. Beck noted each of the libraries might have different plans for their printers, including Mustang Library's plan for a mobile space. Regarding some of the Board Members' unfamiliarity with 3D printers, he suggested including a potential agenda item on a future agenda so a demonstration can be given to the Board.

In response to additional questions, Mr. Beck said the Library's 3D printers cost between \$800 and \$1,200 each. Board Member Shimokubo wondered whether the prohibitive cost would discourage businesses from buying their own because they could use the Library's printers. Mr. Beck said staff would explore the logistics of a demo for the Board, and he would take the Board's policy feedback under advisement, adding that it may be revisited at that time.

5. FY2024-25 4th Quarter Library Performance Report

Business and Analytics Manager Mike Murphy conducted a slideshow presentation and reviewed slides with the following titles: YTD Attendance (Gate count...); YTD Attendance by Library; Year to Date – All Libraries Digital Gate Count; Library Card Holders; Card Holders by Library; New Card Holders by Month; Internal Usage; Remote Usage; Total Usage; Total Collection; Total Circulation; Physical Circulation v. E-Circulation; YTD – Fill Times; Fill Times by Month; Youth Programs and Attendance; Youth Programs and Attendance Trends; Adult Programs and Attendance; Adult Programs and Attendance Trends; Wifi and Computer Usage; Library Shop Revenue; Seed Catalog; and Volunteer FTEs.

In response to Board Member questions, Mr. Murphy said he expects to present time-of-day and day-of-week attendance statistics during his next quarterly report. The cardholder count includes children as well as non-Scottsdale residents. Discussion ensued about the number of non-Scottsdale residents with Scottsdale Library cards and the number of Scottsdale residents with other town's library cards. Library Director Michael Beck said that data in that regard will be gathered if possible and shared at the next quarterly update. He noted outside residents have been allowed to obtain Scottsdale Library cards through five-year intergovernmental agreements approved at least twice by the City Council.

Mr. Beck clarified that the figures in the Total Collection graph include all titles available, not those that are circulated. He attributed some of the decrease in physical materials to housekeeping measures meant to clean out some volumes that were sitting in storage. He assured the Board that the Library's budget has not decreased.

Mr. Murphy indicated that 2024 saw 29.9 attendees per each youth program, while this year's figure was 32, showing more efficiency in the programs. Similarly, adult programs went from 15.4 attendees per program to 20.2. Board Member Totten felt like that showed a need for more programs.

Mr. Beck spoke about an initiative to upgrade the Library's Wi-Fi capability, and staff is working with the Finance Department on the potential for online book sales. The Civic Center will also reinstitute its physical book sale on the second weekend in November,

made up of donations from the community. He added that the City even gets paid by the pound for books it can not use in the sale. The sale includes puzzles, bookbags, earbuds, and flash drives as well, and he specified that the books for sale in that event are separate from the Library's online and bookstore books. He added that the Library attends the Farmer's Market monthly. He believed the physical book sale is completely separate from the Friends of the Library.

Administrative Assistant Javier Mendoza encouraged Board Members to email him if they plan to attend the semi-annual sale so he can post a potential quorum notice if necessary.

6. Director's Report

Library Director Michael Beck highlighted the various benefits to the community of the increase in the Library's operating hours, which they accomplished without an increase in budget or staff. He noted more than 7,000 people participated in the Summer Reading Program, and more than half completed the program.

Mr. Beck pointed out that that five of the City's six Library Service and Technology Act grant requests were awarded, accounting for nearly \$50,000, which may help pilot new services. State grants, he continued, helped fund professional development, allowing staff to attend conferences and training opportunities. He promoted some of the events planned for College and Career Week, set to take place next week, and provided details about an upcoming Tourism and Mayoral Town Hall, a passport event, and Staff Day on October 13.

7. Board Member's Report

Board Member Totten spoke about the Friends of the Library's goal to become a Blue Zone-certified organization and her participation in the College and Career Event. She mentioned a pre-station held at Mustang Library about Baroque Art, which she felt could have been used to promote art classes and services offered by the Library.

Board Member Campana discussed a 24-hour donor challenge on October 22, 2025 for which sponsorships are still being sought. She lauded a recent presentation given about the Kids' Café, which she felt offered a non-judgmental learning environment. Vice-Chair Seiden mentioned a CBS Mornings' feature about a fashion designer program held by the Brooklyn Library, adding that was a sign that libraries are expanding the services they offer.

Board Member Shimokubo spoke about a concert by SoSco Duo at Appaloosa Library, a visit to both a Phoenix-area library and one in the suburbs of Detroit, and her attendance at the Library Association's online seminar about best practices, which she confirmed are being followed by the Library Board.

Chair Hartman talked about a presentation she made with Library Director Michael Beck to the City Council as well as her election to the Sister Cities International Board of Directors, the Scottsdale Sister Cities Board of Directors, and Scottsdale Leadership. She hoped through these organizations to find ways to incorporate the Library into the economic development process.

8. Identification of Future Agenda Items and Future Meetings

Board Member Campana requested a legal presentation about a potential endowment for the Library.

Vice-Chair Seiden requested a demonstration of 3D printers when staff is ready to lead one.

Board Member Totten reiterated her request for a presentation on the Library's staffing structure.

The Library Board's next meeting will be on Wednesday, October 8th, 2025, at 3:00 p.m. at Appaloosa Library.

9. Adjournment

VICE-CHAIR SEIDEN MOVED TO ADJOURN THE MEETING. BOARD MEMBER CAMPANA SECONDED THE MOTION, WHICH CARRIED SIX (6) TO ZERO (0). CHAIR HARTMAN, VICE-CHAIR SEIDEN, AND BOARD MEMBERS CAMPANA, O'CONNELL, SHIMOKUBO, AND TOTTON VOTED IN THE AFFIRMATIVE. THERE WERE NO DISSENTING VOTES.

With no further business to discuss, being duly moved and seconded, the meeting adjourned at 5:03 p.m.

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