



**City of Scottsdale
Library Board
Regular Meeting Minutes
Wednesday, May 13, 2026
Civic Center Library - Platinum Room
3839 N. Drinkwater Blvd.
Scottsdale, AZ 85251**

PRESENT: Vice-Chair Janice Shimokubo, Board Members *Sam Campana (arrived at 3:04 p.m.), Dr. Freda Hartman, *Roselyn O'Connell (via telephone from 3:01-3:30 p.m.; 3:46 – 4:17 p.m.; 4:33 – 4:56 p.m.), Patricia Pellett; Monica Sonnenklar, Leslie Totten

ABSENT: None

STAFF: Michael Beck, Library Director; Mike Murphy, Business & Analytics Manager; Ray Ceo, Jr., Early Literacy, Youth, and Teen Coordinator; and Javier Mendoza, Administrative Assistant

Call to Order

Vice- Chair Shimokubo called the meeting to order at 3:01 p.m.

*****Audio started at 3:09:41 due to technical difficulties. Minutes prepared using notes taken by reporter during the technical difficulties for the timeframe 3:01 p.m. through 3:09 p.m.*****

Roll Call

Members present as listed above.

Mr. Beck introduced Ray Ceo, Jr., Early Literacy, Youth, and Teen Coordinator, and Mike Murphy, Business & Analytics Manager

Public Comment

There was no response to the call for public comment.

Minutes – April 8, 2026

Board Member Totten noted that she and Chair Seiden were not present, and that Chair Seiden called the meeting to order when not in attendance. Mr. Mendoza clarified that the asterisk (*) indicates an attendance item, such as when someone arrives late or leaves early.

***** BOARD MEMBER CAMPANA ARRIVED AT 3:04 P.M.*****

On page three, second paragraph, second sentence that starts with "Staff", a Board Member suggested changing the ending to read "... for library use" in place of "... in-house use".

BOARD MEMBER TOTTEN MOVED TO APPROVE THE APRIL 8, 2026, LIBRARY BOARD MEETING MINUTES AS AMENDED. BOARD MEMBER HARTMAN SECONDED THE MOTION, WHICH CARRIED SEVEN (7) TO ZERO (0). VICE-CHAIR SHIMOKUBO, AND BOARD MEMBERS CAMPANA, HARTMAN, O'CONNELL, PELLET, SONNENKLAR, AND TOTTEN VOTED IN THE AFFIRMATIVE. THERE WERE NO DISSENTING VOTES.

REGULAR MEETING AGENDA

1. Patron Comment Report

Library Director Michael Beck reviewed comments 3, 7, 8, 12, 13, 17, 19, 30, 34, and 35 as listed in the agenda packet and any responses made by Library staff. He provided additional information related to the book sale and donor program as well as the free courier service that transports books between library branches.

Board Member Hartman suggested adding item 39 to “other comments” to allow the board to close the loop.

Responding to Board member queries, Mr. Beck advised the phone app is being reviewed because it would be potential budget package in the future with multi-year contracts that require Council approval. There are times for safety and security reasons information is redacted and addressed one on one with staff members. Board Member Hartman clarified her question, noting the update should provide information letting the board know the loop has been closed. Mr. Beck advised the loop is closed.

Board Member Campana recognized the comment noting that board members talk over each other in a negative way. She stated we are here to serve the city, support each other and the public. Board Member Hartman suggested addressing Open Meeting Law if it would be useful. Board Member Totten stated she is thrilled to know people are listening to the meetings and noted through giving grace in general you can respect staff, Storytime, and comment 34.

2. 2026 Summer Reading Challenge

*****Audio recording begins during this agenda item.*****

Ray Ceo, Jr., Early Literacy, Youth, and Teen Coordinator, presented an overview of the library's upcoming 2026 Summer Reading Challenge. The program is scheduled to run from June 1, 2026, to July 20, 2026, with an Unearth a Story, dinosaur theme. The program will be offered in English and Spanish; prize points are earned for age-appropriate prizes. In addition, for those who complete the program, they receive a book and are entered into a raffle for age-appropriate prizes.

***** BOARD MEMBER O'CONNELL DISCONNECTED AT 3:30 P.M. *****

In response to board member queries, Mr. Ceo stated Scottsdale is leading the way, including the Arizona Puppet Theatre that will perform this summer as well. He clarified that Friends of the Library has purchased some of these, and Maricopa Library supports it as

well. Outreach Coordinators work with SUSD and teachers to promote the reading program. Mr. Beck noted they make efforts to advertise programs in Scottsdale Life, eNews, and robust social media. Mr. Ceo shared the various ways a participant could receive their prize, including through the YMCA and by logging their reading minutes through the online system at MaricopaReads.org.

Board Member Campana shared the Scottsdale Unified School District was formed prior to the incorporation of the City of Scottsdale. Students attended four different schools and were educated in five different Cities. She commented on the benefit of this being a Maricopa County program that does not overspend City tax dollars. Suggest including library events such as this in Scottsdale Life. In conclusion, she stated we want the kids in the library, we want them to read but we also want them to know the tremendous asset they have in their communities.

*** BOARD MEMBER O'CONNELL REJOINED THE MEETING AT 3:45 P.M. ***

3. SPL Quarterly Report Update

Business & Analytics Manager Mike Murphy conducted a slideshow presentation and reviewed slides with the following titles or descriptions: YTD Attendance; YTD Attendance by Library; three graphs; Appaloosa Library; Arabian Library; Civic Center Library; Mustang Library; Year to Date – All Libraries Digital Gate Count; Library Card Holders; Card Holders by Library; New Card Holders; Internal Usage; Remote Usage; Total Usage – All Libraries; Total Collection; Total Circulation; Physical Circulation vs Digital 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; Wi-Fi and Computer Usage; Library Shop Revenue; Seed Catalog; and Volunteer FTEs.

Mr. Murphy reviewed key data points from the presentation as noted below.

- Mustang Library experienced a notable increase in gate counts, while overall systemwide gate counts reflected a 2.3 percent decrease. Staff will continue monitoring these figures, though no concerns have been identified at this time.
- Attendance is tracked by individual branch to support efficient staffing, as operational needs vary and cannot be addressed with a uniform approach.
- Digital gate counts increased by 5 percent and continue to trend upward.
- The number of cardholders rose 3.6 percent compared to the previous year.
- Internal usage—including physical circulation, Wi-Fi access, and computer sessions—generally aligns with gate count trends and shows a slight decrease.
- Wi-Fi and computer usage continue to rise.
- Remote usage, which includes digital circulation, database access, Ask-A-Librarian, and other online services, increased by 12.4 percent.
- Fill times have decreased due to the impact of Baker & Taylor's closure and the process of bringing alternative vendors fully online.
- Youth and adult program attendance has increased despite a reduction in the total number of programs offered.
- The seed program remains highly successful and well attended.
- The volunteer program continues to be a significant operational asset. With 320 volunteers contributing this year, their service represents an estimated value of approximately \$400,000, or 6.2 percent of what would otherwise be personnel costs.

In response to Board member inquiries, Mr. Murphy confirmed that the increase in attendance during FY 2024/25 was largely attributable to the opening of the Civic Center. He described the Library Operations team's ongoing processes for monitoring both physical and digital material usage and adjusting purchasing and budget allocations accordingly. Current monitoring indicates that many patrons are bringing their own devices and primarily seeking Wi-Fi access. Each branch also provides public computers, and usage levels are tracked to determine whether additional equipment is needed; currently, no expansion is required.

Mr. Murphy stated that continued monitoring of the materials budget and physical space will allow staff to gradually shift from a predominantly physical library model to one that relies more heavily on digital resources. Although the possibility of such a transition is on everyone's mind, this is the first year in which digital circulation has outpaced physical circulation. Staff will continue to observe trends, and if digital usage continues to exceed physical usage through next year, it may be appropriate to consider operational changes.

Continuing to monitor the materials budget and the physical space, staff will be able to shift from a physical library to one that is reliant on digital resources. Although it is in the back of everyone's mind, with this being the first year for digital to outpace physical counts, it is best to continue to watch the numbers. Should digital counts continue to excel past physical counts through next year, then it is probably time to think about changes to address.

Library Director Michael Beck reiterated that this is the first time the library has experienced three quarters of digital circulation surpassing physical circulation. He emphasized that circulation data is continually evaluated. He noted that Senior Manager for Technical Services Alicia Brillon and her team regularly meet to assess processes, think strategically, and collaborate with leadership to ensure materials remain accessible to patrons and operations continue to improve. Mr. Beck added that these statistics are valuable during the budget process when determining funding allocations, and that funds can be reallocated within the budget cycle when necessary.

Mr. Murphy also noted that digital resources are more expensive than physical materials; however, from a business standpoint, the library remains in a strong financial position.

Mr. Beck encouraged the Board to help identify new partners and organizations, learn more about library services, and share positive information with the community. He explained that when residents of other municipalities obtain Scottsdale library cards, the Library Assistance Program provides material credit, totaling approximately \$500,000 last year. He clarified that this credit does not involve the exchange of money. He added that patrons choose libraries based on the quality of programs and materials, and Scottsdale's strong participation reflects positively on the staff.

Mr. Beck informed the Board of an upcoming resource called Library IQ, which will use Scottsdale mapping and U.S. Census data to generate heat maps showing areas of strong and weak cardholder registration. This tool will help staff identify underserved areas and potential partners for cardholder outreach campaigns. He noted that discussions regarding a possible bookmobile service remain ongoing. He also reminded the Board that expired card purges occur every three months and confirmed that other library systems are required to purge expired cards at least annually.

Board Member Campana raised the idea of developing partnerships with residential communities in Scottsdale to allow residents to place recurring book orders for delivery. Board Member Hartman expanded on the discussion, reiterating a previous suggestion that each library branch consider developing specialized areas of focus—such as government or health care—if aligned with patron needs and the strategic plan. Mr. Beck stated that staff will evaluate these ideas strategically. In response to Board Member Campana, he referenced the existing Library-to-Go service at Railroad Park and ongoing work with WestWorld. He also noted that the Outreach Program continues to serve senior communities, and additional initiatives are underway.

*** BOARD MEMBER O'CONNELL DISCONNECTED AT 4:17 P.M. ***

In response to board member queries, Mr. Murphy noted he would look at preparing a breakout of the four components of remote usage. Mr. Beck explained MAX numbers are captured under physical circulation because you can search the catalog and order the physical item digitally, but the result is a physical material in hand. He discussed future innovative projects such as hotspots and maker space.

4. Election to Fill Officer Vacancy

The Board discussed the election process, who might be interested in the position(s), and the role, responsibility, and time commitment for the leadership positions(s).

*** BOARD MEMBER O'CONNELL WAS REJOINED THE MEETING AT 4:33 P.M. ***

BOARD MEMBER CAMPANA NOMINATED VICE-CHAIR SHIMOKUBO AS CHAIR. BOARD MEMBER TOTTEN SECONDED THE NOMINATION, WHICH CARRIED SEVEN (7) TO ZERO (0). VICE-CHAIR SHIMOKUBO AND BOARD MEMBERS CAMPANA, HARTMAN, O'CONNELL; PELLET, SONNENKLAR, AND TOTTEN VOTED IN THE AFFIRMATIVE. THERE WERE NO DISSENTING VOTES

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Prior to the voting, Board Member Hartman commented on how important experience is when holding a leadership role, which directed her vote to Board Member O'Connell.

*** BOARD MEMBER O'CONNELL DISCONNECTED AT 4:56 P.M. ***

5. Director's Report

Library Director Michael Beck provided the updates as noted below.

- The courier schedule runs between the four branches, and non-library drops are checked periodically

- The hotspot does not need a separate policy because it is covered under the Acceptable Use of Electronic Resources Policy.
- The 3D Printer Policy approved in October 2025 is a separate policy due to the ability for someone to make weapons. Like what is used with the computers, a disclaimer must be signed prior to use.
- The Bookmobile will be agendaized and discussed at next month's meeting.
- The budget is on track and is being reviewed by Council.

Mr. Beck highlighted the Summer Reading Challenge, noting it is cut short with the Arizona schools shifting their start to the third week of July. He contacted ASU Osher Learning Institute to obtain the survey feedback results and is awaiting a response.

6. Board Member's Report

Board Member Totten shared experience of attending the Spirit of Literacy Awards. After attending an event at McCormick Ranch and learning they will be starting a library program she suggested this might be a good place for the Bookmobile or Library to Go. She provided an update for the Friends of the Library fundraising. Lastly, Board Member Totten, spoke of her visit to the library in San Clemente, CA, specifically how their Friends of the Library is run and the donations are provided to the library. Lastly, she noted June will be her last meeting.

Chair-Elect Shimokubo noted her attendance at the Spirit of Literacy and the Cattle Track Arts & Preservation. She also delivered books to the YMCA from the Mustang book sale.

Board Member Sonnenklar promoted the 3D printer at Mustang Library, noting how excited her children were about it.

Board Member Hartman promoted the libraries during her attendance at the Scottsdale Leadership Class, which created a group of people who are supportive, appreciative, and promoters of the libraries. She has been gathering materials for the 2026 Arizona Library Association Conference. She suggested meeting with Mr. Beck to discuss how her organization, Sister Cities, can work with the libraries to promote and bring patrons in. With Scottsdale's 75th Anniversary occurring this June, she suggested the Library Board participate in creating and submitting a brief video.

7. Identification of Future Agenda Items and Future Meetings

- Board Member Campana requested an item for Libraries to Go and Book Drops.
- Chair-Elect Shimokubo, after discussion, requested an item for future Library Board Meetings that included days of the week, time, and location.
- Board Member Totten suggested a discussion on updating Liaison assignments.
- Board Member Hartman requested an item for approved budget details and information on the "Advisory Board Volunteer" title.

The next meeting is scheduled for Wednesday, June 10th, 2026, 3:00 p.m., at Civic Center Library.

8. Adjournment

BOARD MEMBER HARTMAN MOVED TO ADJOURN THE MEETING. CHAIR-ELECT SHIMOKUBO SECONDED THE MOTION, WHICH CARRIED SEVEN (7) TO ZERO (0). CHAIR-ELECT SHIMOKUBO, VICE-CHAIR-ELECT O'CONNELL, AND BOARD MEMBERS CAMPANA, HARTMAN, PELLET, SONNENKLAR, 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 5:14 p.m.

Recorded and transcribed by eScribers, LLC.