

**LIBRARY ADVISORY BOARD
REGULAR MEETING
JANUARY 9, 2013
PRESCOTT, ARIZONA**

DRAFT MINUTES OF THE Regular Meeting OF THE Library Advisory Board held on **January 13, 2013** in the **Elsea Room of the Prescott Public Library** located at **215 E. Goodwin**, Prescott, Arizona.

I. Call to Order

Meeting was called to order at 2:00 p.m.

II. Attendance

Present:

Chair Deborah McCasland

Vice Chair Sharon Seymour

Member Wayne Koch

Member Carolyn Shelley

Member Marlene Sullivan

Member Marlene Sullivan (arrived 3:15 p.m.)

Library Director Roger Saft

Absent:

Member Jerry Jones

III. Regular Items

1. Introductions—Roger Saft, Library Director

All members gave a brief introduction touching on their interests and connection with libraries in general and Prescott in particular.

2. Presentation on Arizona Open Meeting Law—Lynn Mulhall, City Clerk

A brief summary of the requirements and prohibitions of the open meeting law was presented. Mulhall reminded members that a more in depth training would be held in March. Mulhall will provide information about time and place of training to members.

3. Presentation on Board member responsibilities—Roger Saft, Library Director

Saft gave a brief overview of the responsibilities of the Library Advisory Board as laid out in City of Prescott Resolution No. 4150-1311.

4. Determination of best day/ time for future meetings

After discussion it was decided that the second Wednesday of the month at 3:15 p.m. would work best. Meetings are currently scheduled for: February 13, 2013, Mar 13, 2013, April 10, 2013, May 8, 2013. All meetings will be held in the Elsea Room of the Prescott Public Library.

5. Distribution and explanation of library information packet—Roger Saft, Library Director

Saft distributed a packet of information and briefly described the contents. Members were encouraged to take the packet home to review and to contact Saft with any questions or bring questions to the next meeting.

6. Tour of Library—Roger Saft, Library Director

Saft conducted the Library Board Members on a tour of the library. An explanation of what takes place in various areas of the library.

IV. Adjournment

Meeting was adjourned at 4:00 p.m.

Deborah McCasland, Chairman

Roger Saft, Library Director