



Library Board Meeting Agenda
Monday, Jul 21st, 2025 5:00 pm
Education Room

<https://zoom.us/j/92002770899?pwd=IzptZVU4Wt1MDnRDX4Jm8b6AfAme2T.1>

CORDOVA PUBLIC LIBRARY BOARD

MEMBERS:

Chair: Mary Ann Bishop

Vice Chair: Sherman Powell

Krysta Williams

Debra Adams

Kate Williams

1. Call to Order
2. Roll Call
3. Directors' Report
4. Quarterly report
5. Policy Update
6. Audience Comments
7. Adjournment

Director Report: Q2 2025

Projects:

Weeding Project Headed by Eowyn Gordon: See the Quarter report for statistics on collection.

Inventory:

Name	Completed	Accounted for	Unaccounted for
Alaskan Section	5/9/2025	1,929	20 (Marked "Lost")
Large Print Inventory May 2025	5/13/2025	0	21
Bird and Fish Sections	5/14/2025	400	0
Large Print Inventory 2025	5/14/2025	136	0
Map 2025	6/5/2025	139	5 (Marked "Lost")
Oversized Inventory	6/5/2025	42	3 (Marked "Lost")
Reference 2025	6/5/2025	630	65 (Marked "Lost")
LP Inventory	6/21/2025	136	0
DVDs	6/26/2025	2	6
Fiction Inventory	7/2/2025	2,175	30 (Marked "Lost")
McNaughton Inventory	7/2/2025	486	4 (Marked "Lost")
Nonfiction Inventory May 2025	7/2/2025	2,414	38 (Marked "Lost")
Young Adult Inventory	7/2/2025	1,911	16 (Marked "Lost")
J Fic	7/11/2025	2,501	21 (Marked "Lost")

Programs:

Summer reading began on June 4 and lasts for six weeks, with a pause in the week of July 4. End of Summer Reading will be.

Fall Programming Starts in Sept.

- Mug Up
- Silent Reading
- Genre Reading Club
- After School Art

Friends of the Library:

Working on Book Author Visits.

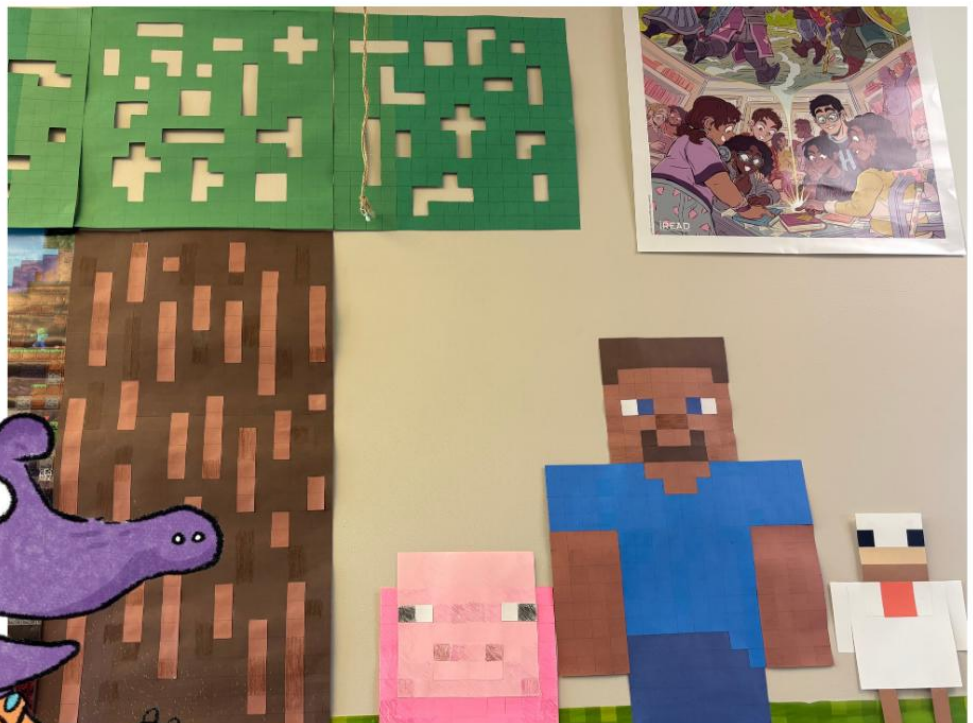
Library upcoming closures next 3 months

Sep 1, Labor Day ; Oct 17, Alaska Day; Oct 18, Floor work

Staffing Updates:

The Cordova Center Coordinator position is open again. An offer has been made to a local applicant.

2nd Quarter 2025 Report



Cordova, Alaska

Qt2	Patron Visitors	Circulation	ILL Loans	Youth Program	Adult Programs	Family Programs
April	1,368	1,457	6	139	5	0
May	1,416	1,038	4	76	12	0
June	1,172	1,162	10	20	2	84
Totals	3,956	3,657	20	235	19	84
2024 Totals	4,638	3,006	73	513	56	130

Qt2	In person	Virtual Attendance	Reference Questions	Digital Reference Question	Computer Usage	Libby- AK Digital
April	144	0	95	53	306	359
May	88	0	87	49	228	476
June	106	0	117	88	228	405
Totals	338	0	299	190	534	1,240
2024 Totals	689	0	398	281	769	879

Youth Programs- Storytime, After School Art, Classroom Visit

Adult Programs- Mug Up, Silent Reading Club, Poetry, Quest Club

Family Programs- Summer Reading

Mug Up

Cristina Vican & Eowyn Gordon

Every Thursday at 1:30 pm

Paused for Summer

3 attendees

Storytime

All Staff

Every Wednesday at 12 pm-

Summer switched to Fridays at 11am

71 attendees

Silent Reading Club

Susan Roesbery & Eowyn Gordon

3rd Thursday of every month at 5:30 pm

Paused for the Summer

4 attendees

After School Art

Paula Payne

Every Friday at 1 pm

Paused for the Summer

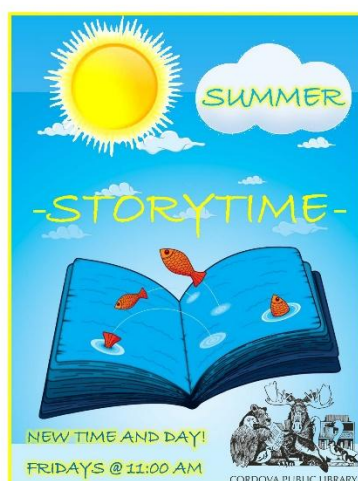
129 attendees

Monthly Poetry Session

Eowyn Gordon

Every Last Friday of the Month at 6pm

8 attendees



Classroom Visit

Eowyn Gordon

3rd graders

35 student visitors

Quest Club

Susan Roesbery

Cancelled

3 attendees

Family Literacy Night

Eowyn Gordon + Stephanie Tschappat

18 attendees

Summer Reading Events

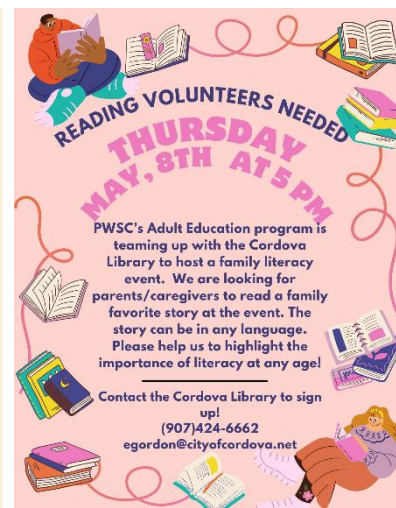
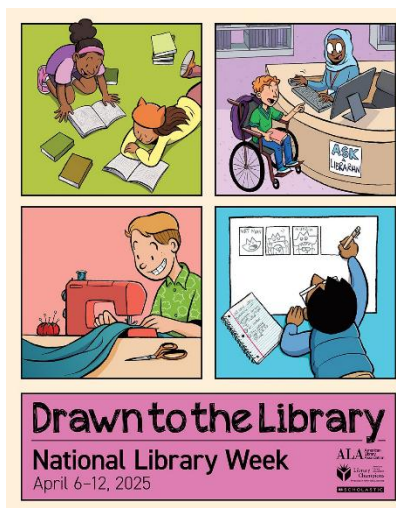
Ashley Bivin + Zoe Harding

84 attendees

Summer Reading- Readers

All Staff

872 Hours, so far



Library Updates and Projects

- Various programs were paused for the summer: After School Art, Silent Reading, and Mug Up
- Stortimes are now rotated between all librarians on staff. To avoid time conflicts with Summer Reading they have been moved to Fridays at 11am for the Summer. We will need to evaluate if we need a more permanent time switch.
- Quest Club has been cancelled.
- Mug-up will need reevaluation. Low attendance.
- Inventory-in-Progress: Only Magazines, DVDs, Easy Nonfiction, Easy, and Foreign Language left to go.
- DVD weeding to accommodate for massive donations of high interest DVDs.
- Summer reading has been going great! Our Baja Taco milkshake gift cards and Laura's gift cards have been our most popular. Adults are in the lead. We will need to consider if we want to keep using iRead's branding going forward.
- Karrin Marchant has joined us as part-time staff. Her main responsibility has been our inventory.
- Our Intern Zoe Harding has joined us this summer to help with Summer Reading
- No FOL movies due to broken projector.
- FOL helped us create a Seed Library.
- We have bought a fish tank! It will be coming soon to our library.



Cordova Public Library Policy on Challenged Materials

Purpose

The Cordova Public Library strives to provide access to a wide range of materials that meet the educational, recreational, and informational needs of our diverse community. Library materials are selected using established criteria in the Library's Collection Development Policy and are not excluded based on the origin, background, or views of those contributing to their creation.

This policy outlines the process by which a member of the public may request the reconsideration of an item in the Library's collection.

Informal Concerns

Patrons with questions or concerns about library materials are encouraged to speak with the Library Director or designated staff. Many concerns can be resolved through informal discussion or by sharing more context about the selection criteria and intended audience for the item in question.

If the patron remains unsatisfied, they may initiate the formal reconsideration process.

Formal Request for Reconsideration

1. **Eligibility to File:**
Only current residents of Cordova or individuals with an active Cordova Public Library card may submit a formal request.
 2. **Submission:**
Patrons must complete a *Request for Reconsideration of Library Materials* form, available at the library or on the Library's website. The form must be completed in full and submitted to the Library Director.
 3. **Acknowledgment:**
The Library Director will acknowledge receipt of the form in writing within **five (5) business days**.
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Review Process

4. **Review Committee Formation:**
The Library Director will convene a **Materials Review Committee** consisting of:
 - The Library Director (Chair)

- One library staff member not involved in the initial selection
 - One member of the Cordova Public Library Board
5. **Review Criteria:**
The committee will evaluate the material in question using the following standards:
- Relevance to the collection and intended audience
 - Quality and accuracy of content
 - Diversity of viewpoints
 - Educational, literary, or artistic merit
 - Alignment with the Library's mission, Collection Development Policy, and the **Library Bill of Rights** and **Freedom to Read Statement** by the ALA
6. **Timeline:**
The committee will complete its review and make a recommendation within **30 days** of receiving the completed form.
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Decision and Notification

7. **Final Decision:**
The Library Director will notify the patron in writing of the committee's decision, including a summary of the findings and action taken. Possible outcomes may include:
- Retaining the item in the collection
 - Reclassifying or relocating the item
 - Removing the item
8. **Appeal Process:**
If the patron disagrees with the committee's decision, they may submit a written appeal to the **Cordova Public Library Board** within **10 business days**. The Board's decision shall be final and will be communicated in writing.
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Confidentiality

All reconsideration requests will be handled with confidentiality and professionalism. The identity of the individual filing the complaint will not be shared outside of the review process.

Record-Keeping

The Library will maintain a file of all formal challenges, including:

- The completed request form
- Committee notes and decision
- Any correspondence with the patron
- Final resolution

These records will be confidential, but the number and nature of challenges may be reported in library annual reports or public meetings in aggregate form.