

UNALASKA PUBLIC LIBRARY | LIBRARY ADVISORY COMMITTEE MINUTES

Monday, October 16, 2023
5:30 PM
Dan Masoni Conference Room

***Mission:** Unalaska Public Library educates, enriches, and inspires community members by connecting them to the world and each other.*

- I. Call to Order and Roll Call **5:34 PM**
Present: Crane, Macke (6:00 PM), Thompson, Hatfield, Magdaong
Absent: Hanson-Zueger, Hazen
- II. Reading of Mission Statement **Hatfield read the Library Mission Statement.**
- III. Introduction of Visitors **Roger Blakeley, PCR Director**
- IV. Additions or Changes to the Agenda **None**
- V. Public Comment on Agenda Items **None**
- VI. Minutes of the September 11 Meeting **Magdaong made a motion to adopt the minutes of the September 11, 2023 meeting. Thompson seconded. Motion passed by consensus.**
- VII. Librarian's Report **City Librarian presented the August 2023 Librarian's Report.**
- VIII. Old or Unfinished Business
 - A. Library Building Improvement Project **City Librarian gave a brief overview of the major items remaining on the project punch list.**
 - B. Rasmuson Foundation Grant – Fundraising Committee **Committee discussed the sale of donor plaques for the metal panels flanking the door. Committee reviewed samples of the six plaque designs and the Donor Form. Sales will tentatively start next week.**
 - C. Art Proposal Procedures **Hatfield made a motion to accept the Art Committee Procedures document reviewed at the previous meeting. Macke seconded. Motion passed by vote: Magdaong – Aye, Thompson – Aye, Macke – Aye, Hatfield – Aye, Crane – Aye. This document, attached as an addendum to these minutes, will serve as a procedural guideline for the committee in reviewing art proposals for the library building.**
- IX. New Business
 - A. Policy Review: Library Rules of Conduct, First Review **Committee reviewed the Draft Library Rules of Conduct Policy. The group will review it again before making final recommendations, after which staff will forward it to City Administration for review and approval.**
- X. Announcements: **The Advisory Committee will meet at 6:00 PM instead of 5:15 PM until at least February 2024 to accommodate member schedules. Committee members discussed several upcoming community events. Hatfield will be out of town 11/8/23 – 12/4/23.**
- XI. Next Meeting: **Monday, November 6, 6:00 PM**
- XII. Adjournment 6:38 PM

Addendum: City of Unalaska Library Advisory Committee Art Committee Procedures

Committee Members and Terms:

M. Lynn Crane, Chair - 02/2024 Karen Macke, Vice Chair - 02/2024 Debbie Hanson-Zueger - 02/2026
Cyri Thompson - 02/2025 Virginia Hatfield – 02/2025 Estkarlen Magdaong - 02/2025 Cat Hazen - 02/2024

Fundraising Committee: M. Lynn Crane, Debbie Hanson-Zueger, Cat Hazen, Virginia Hatfield

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**City of Unalaska Library Advisory Committee
Art Committee Procedures
Unalaska Public Library**

Created September 2023

Reviewed and accepted by Library Advisory Committee October 2023

Formation: The Art Committee will be a long-term temporary subcommittee of the Library Advisory Committee, consisting of 2-3 volunteer members, plus the Library Advisory Committee Chair as an ex officio member. The Art Committee will also include two non-voting library staff members: the City Librarian and another volunteer from library staff.

Purpose: The Art Committee will evaluate art pieces proposed for temporary or permanent installation in the library. They will evaluate items offered for sale as well as potential donations and will make recommendations regarding art purchases to the City Librarian and PCR Director.

Meetings: The Art Committee will meet at least once per year to evaluate proposals received over the course of the year. If the Art Committee receives donation proposals for pieces that do not require library funds (i.e. pieces that will be donated or for which funding has already been secured by an outside source), they may meet on an as-needed basis in order to evaluate and receive donations in a timely manner.

Proposal Guidelines: An individual or organization wishing to propose artwork for committee consideration must submit a 1-2-page proposal to the Art Committee through the City Librarian. This proposal should include: information about the artist, including their connection to Unalaska or the Aleutian Region; a description and visual representation of the proposed artwork; a proposed location for the artwork, with the understanding that the Committee may place it in a different location; and pricing information. Individuals and organizations may submit more than one piece for consideration.

Evaluation: The Art Committee will evaluate artwork on aesthetic merit; historical, scientific, or other local significance; the connection of the artist to Unalaska; and the suitability of the piece for the library space (e.g. size, durability, and relation to other pieces in the library).