



NOTICE OF PUBLIC MEETING AND EXECUTIVE SESSION
PINAL COUNTY LIBRARY DISTRICT
BOARD OF DIRECTORS
AGENDA
Wednesday, June 23, 2021

9:30 AM - CALL TO ORDER

PINAL COUNTY ADMINISTRATIVE COMPLEX
BOARD OF SUPERVISORS HEARING ROOM
135 N. PINAL STREET
FLORENCE, AZ 85132

BUSINESS BEFORE THE BOARD
(Consideration/Approval/Disapproval of the following:)

(1) **CONSENT ITEMS:**

All items indicated by an asterisk (*) will be handled by a single vote as part of the consent agenda, unless a Board Member, County Manager, or member of the public objects at the time the agenda item is called.

- * A. Discussion/approval/disapproval of Minutes from May 26, 2021, Board of Directors Library District meeting. (Natasha Kennedy)
- * B. Discussion/approval/disapproval to submit an application for \$24,736.58 to the Arizona State Library, Archives, and Public Records American Rescue Plan Act grant program. The funds will be used to purchase internet hotspots and/or devices with data plans in support of the educational, health, and workforce development needs of Pinal County residents. (Alexander Conrad/Himanshu Patel)

ADJOURNMENT

(SUPPORTING DOCUMENTS ARE AVAILABLE AT THE CLERK OF THE BOARD OF SUPERVISORS' OFFICE AND AT <https://pinal.novusagenda.com/AgendaPublic/>)

NOTE: One or more members of the Board may participate in this meeting by telephonic conference call.

The Board may go into Executive Session for the purpose of obtaining legal advice from the County's Attorney(s) on any of the above agenda items pursuant to A.R.S. 38-431.03(A)(3).

In accordance with the requirement of Title II of the Americans with Disabilities Act (ADA), the Pinal County Board of Supervisors and Pinal County Board of Directors do not discriminate against qualified individuals with disabilities admission to public meetings. If you need accommodation for a meeting, please contact the Clerk of the Board Office at (520) 866-6068, at least (3) three business days prior to the meeting (not including weekends or holidays) so that your request may be accommodated.



PINAL COUNTY

WIDE OPEN OPPORTUNITY

AGENDA ITEM

June 23, 2021 ADMINISTRATION BUILDING A
FLORENCE, ARIZONA

REQUESTED BY:

Funds #:

Dept. #:

Dept. Name: Clerk of the Board

Director: Natasha Kennedy

BRIEF DESCRIPTION OF AGENDA ITEM AND REQUESTED BOARD ACTION:

Discussion/approval/disapproval of Minutes from May 26, 2021, Board of Directors Library District meeting. (Natasha Kennedy)

BRIEF DESCRIPTION OF THE FISCAL CONSIDERATIONS AND/OR EXPECTED FISCAL IMPACT OF THIS AGENDA ITEM:

BRIEF DESCRIPTION OF THE EXPECTED PERFORMANCE IMPACT OF THIS AGENDA ITEM:

MOTION:

Approve as presented.

History

Time

6/10/2021 2:57 PM

Who

Clerk of the Board

Approval

Yes

ATTACHMENTS:

Click to download

[Minutes LD](#)



PINAL COUNTY

WIDE OPEN OPPORTUNITY

PINAL COUNTY LIBRARY DISTRICT BOARD OF DIRECTORS MINUTES

**Wednesday, May 26, 2021
10:10 AM**

BOARD OF DIRECTORS

Chairman Stephen Q. Miller
Director, District 3

Vice-Chairman Mike Goodman
Director, District 2

Kevin Cavanaugh
Director, District 1

Jeffrey McClure
Director, District 4

Jeff Serdy
Director, District 5

**PINAL COUNTY ADMINISTRATIVE COMPLEX
BOARD OF SUPERVISORS HEARING ROOM
135 N. PINAL STREET
FLORENCE, AZ 85132**

**All Presentations are attached to the Agenda at:
[Click Here to View the Library District Agenda](#)**

**and a Video Recording of this meeting can be viewed at:
[Click Here to View Video Recording](#)**

The Pinal County Library District Board of Directors convened at 10:10 a.m. this date. The meeting was called to order by Chairman Miller.

Members Present: Chairman Stephen Q. Miller; Vice-Chairman Mike Goodman; Director Kevin Cavanaugh; Director Jeffrey McClure; Director Jeff Serdy

Staff Present: County Manager, Leo Lew; Chief Civil Deputy County Attorney, Chris Keller; Clerk of the Board, Natasha Kennedy and Deputy Clerk of the Board, Kelsey Pickard

- (1) Discussion/approval/disapproval of Minutes from April 7, 2021, Board of Directors Library District meeting. (Natasha Kennedy)

Natasha Kennedy, Clerk of the Board, clarified there is no Consent Agenda for the Library District meeting this date therefore, the Minutes are a Regular Item.

Item Action: Approved

Motion Made By: Supervisor Goodman

Seconded By: Supervisor Cavanaugh

To approve Minutes from April 7, 2021, Board of Directors Library District meeting.

Motion Passed

Ayes: Cavanaugh, Goodman, McClure, Miller, Serdy (5)

- (2) Discussion/approval/disapproval of the request to create a new job classification of Branch Manager within the Pinal County Library District. This position will be full-time, merit-protected, and exempt. (Alexander Conrad/Himanshu Patel)

Alexander Conrad, Library District Director, appeared before the Board and presented.

Item Action: Approved

Motion Made By: Supervisor Goodman

Seconded By: Supervisor McClure

To approve the request to create a new job classification of Branch Manager within the Pinal County Library District. This position will be full-time, merit-protected, and exempt.

Motion Passed

Ayes: Cavanaugh, Goodman, McClure, Miller, Serdy (5)

10:13 a.m. – Chairman Miller adjourned the May 26, 2021, Pinal County Library District Board of Directors Meeting and reconvened the Pinal County Board of Supervisors Meeting.

**PINAL COUNTY
LIBRARY DISTRICT
BOARD OF DIRECTORS**

Stephen Q. Miller, Chairman

ATTEST:

Natasha Kennedy, Clerk of the Board

Minutes Prepared By: Kelsey Pickard, Deputy Clerk of the Board

Approval of Minutes: June 23, 2021



PINAL COUNTY

WIDE OPEN OPPORTUNITY

AGENDA ITEM

June 23, 2021 ADMINISTRATION BUILDING A
FLORENCE, ARIZONA

REQUESTED BY:**Funds #:****Dept. #:****Dept. Name:** Library District**Director:** Alexander Conrad**BRIEF DESCRIPTION OF AGENDA ITEM AND REQUESTED BOARD ACTION:**

Discussion/approval/disapproval to submit an application for \$24,736.58 to the Arizona State Library, Archives, and Public Records American Rescue Plan Act grant program. The funds will be used to purchase internet hotspots and/or devices with data plans in support of the educational, health, and workforce development needs of Pinal County residents. (Alexander Conrad/Himanshu Patel)

BRIEF DESCRIPTION OF THE FISCAL CONSIDERATIONS AND/OR EXPECTED FISCAL IMPACT OF THIS AGENDA ITEM:

If funded, this project will be included in the FY21-22 budget year.

BRIEF DESCRIPTION OF THE EXPECTED PERFORMANCE IMPACT OF THIS AGENDA ITEM:**MOTION:**

Approve as presented

| History | Who | Approval |
|--------------------|--------------------|----------|
| Time | | |
| 6/11/2021 1:39 PM | County Attorney | Yes |
| 6/14/2021 8:48 AM | Grants/Hearings | Yes |
| 6/15/2021 11:40 AM | Budget Office | Yes |
| 6/16/2021 12:00 PM | County Manager | Yes |
| 6/16/2021 2:32 PM | Clerk of the Board | Yes |

ATTACHMENTS:

Click to download

- [Grant Approval Form](#)
- [Notice of Funding Opportunity](#)



PINAL COUNTY
WIDE OPEN OPPORTUNITY

Board of Supervisors Grant Request

Board of Supervisors meeting date: _____

Department seeking grant: _____

Name of Granting Agency: _____

Name of Grant Program: _____

Project Name: _____

Amount requested: _____

Match amount, if applicable: _____

Application due date: _____

Anticipated award date/fiscal year: _____

What strategic priority/goal does this project address?: _____

Applicable Supervisor District: _____

Brief description of project: _____

Approval received per Policy 8.20: _____ OnBase Grant #: _____

Please select one:

- Discussion/Approve/Disapproval consent item _____
- New item requiring discussion/action _____
- Public Hearing required _____

Please select all that apply:

- Request to submit the application _____
- Retroactive approval to submit _____
- Resolution required _____
- Request to accept the award _____
- Request to approve/sign an agreement _____
- Budget Amendment required _____
- Program/Project update and information _____

ARPA Grant Guidelines

Application Due: July 1, 2021

Purpose

On April 9, 2021, the Institute of Museum and Library Services awarded the Arizona State Library, Archives and Public Records the amount of \$3,617,020 in American Rescue Plan Act funding. These funds are to be administered in accordance with the existing Grants to States program, and are to be used to:

- enable libraries to reach residents with internet hotspots, accessible Wi-Fi, and other digital inclusion efforts, particularly in support of education, health, and workforce development needs;
- to provide rapid emergency relief to libraries across the country, allowing them to safely respond to the pandemic and implement public health protocols;
- to support library services that meet the needs of communities throughout the U.S., including costs such as personnel, technology, training, materials, supplies, equipment, and associated indirect costs.

Background

As part of a phased approach, we are evaluating a possible statewide option that would serve Arizonans best with wifi, skills training, education, health, workforce development needs. We are also meeting the needs for increased internet access by growing our Digital Navigators program. Additionally, we are offering every public and tribal library the opportunity to receive an award to be used as their library system deems best, within the parameters described in this document.

ARPA Awards for Public and Tribal Libraries

These grants to public and tribal libraries focus on the three ARPA priorities listed above, with an emphasis on moving quickly to meet community needs. The funding amount for the libraries was determined based on a needs index that accounted for education, poverty level, unemployment, internet access, and other factors.

Public libraries are invited to receive their funding allotment to initiate projects that fall within the categories and examples shown on page 7 of this document.

| Subgrant Information | |
|------------------------------------|---|
| Application due date | July 1, 2021 |
| Grant amounts of individual awards | Please see the attached allotment table |
| Start date for new awards | July 1, 2021 |
| Period of performance | July 1, 2021 – August 5, 2022 |

Grant Award Requirements

Grant Recipients Must:

1. Complete the assurances and certification attached to the notification of funding email, and return to libgrants@azlibrary.gov
2. Complete the application available at <https://azsos.libwizard.com/f/ARPAapp>
 - **Failure to complete the application by 7/1/2021 is a forfeiture of funding**
3. Complete the Request for Payment no later than June 30, 2022
4. Complete the interim and final report requirements
 - Interim report will occur in February 2022, final report in September 2022

Frequently Asked Questions (FAQ's)

What happens if a public library does not complete the application or cannot accept the funds?

If a public library system is unable to accept its allotment, those dollars will go toward funding a state-wide initiative.

What kind of guidelines do these funds have?

These monies are administered by IMLS, the same organization that has provided LSTA and CARES funding. As such, the same guidelines that attach to those grants apply here. It is the recipient's responsibility to know and understand the guidelines. Please review them at the link below, paying particular attention to the content on page six.

https://azlibrary.gov/sites/default/files/2021_lsta_guidelines.pdf

Is a match required for this funding?

No, a match is not required for this funding.

Can we hire people with this funding?

Yes, although you should be mindful of a few things. First, this is grant funding with no option to renew and no possibility of continuation with these grant funds beyond August 5, 2022. Second, grant funds cannot be used to supplant existing wages. Third, the person paid with grant funding must be doing work to assist Arizonans with digital literacy and workforce development, proportionate to their pay. This means that if their wages are 100% paid from grant funding, 100% of their activities and time must be spent on these initiatives and this will be reflected in your reporting requirements.

What are the reporting requirements?

Just as with LSTA and CARES funding, expect an interim report (around February 2022) that will confirm you are spending the funds appropriately and that will ask about successes and challenges.

The final report will be due September 2, 2022 and is a more comprehensive evaluation of your grant activities. We have an activity tracker available on our [Google Docs drive](#) that can help you gather your thoughts, and we encourage you to use it throughout the award period rather than just at the end.

I want to do something different than what is listed. Can I implement my own project instead?

We encourage you to stay within the parameters detailed in the menu of options, as these are clearly within the guidance IMLS has provided regarding how it expects funding to be used. However, if you believe you have a project idea that aligns with the grant funding purpose and is not listed, please

contact Stacy Nykorchuk, State Library Grants Coordinator, to discuss. The best way to reach out is via email – anykorchuk@azlibrary.gov. The idea would need to be approved prior to the award recipient spending any grant dollars on it.

Why can't I pre-pay for services that extend beyond the performance period?

IMLS has been very clear that grant dollars must demonstrate meeting a community's needs quickly. The reporting that is completed at the end of the project performance period is part of that process. Activities that have not yet been completed cannot be counted in that reporting. This creates problems in "telling the story" about how beneficial the grant dollars were, which is important information that government officials look for when making their funding decisions.

Please note that this is not new – obtaining the benefits of the grant dollars within the performance period is also a requirement of CARES and LSTA dollars.

What else should I know?

The following is **not** an all-inclusive list but does contain the problematic areas we see most frequently. You are responsible for knowing all the information in the grant guidelines, but here are some things to be extra mindful of:

- Grant dollars cannot be used to purchase "swag" or "giveaways."
- Grant dollars cannot be used to purchase food.
- If you intend to purchase a single item that costs more than \$5,000, you must contact the Grants Coordinator first. We must ask permission from IMLS prior to purchase.
- It can take 30-45 days from the time you request the funding until your organization receives it.

I have more questions. Who do I contact?

Please contact Stacy Nykorchuk, Arizona State Library Grants Coordinator, at anykorchuk@azlibrary.gov

Allocation

| Library System | County | Total Allocation |
|---|---------------|-------------------------|
| San Carlos Public Library | Gila | \$41,414.70 |
| Whiteriver Public Library | Navajo | \$41,271.33 |
| Venito Garcia Library and Archives | Pima | \$40,267.78 |
| Hopi Public Library | Navajo | \$39,312.01 |
| Salt River Tribal Library | Maricopa | \$38,069.52 |
| Ira H. Hayes Memorial Library | Pinal | \$37,304.90 |
| Office of Navajo Nation Library | Apache | \$37,209.33 |
| The Edward McElwain Memorial Library | Mohave | \$33,864.15 |
| Quartzsite Public Library | La Paz | \$33,003.96 |
| Douglas Public Library | Cochise | \$32,143.77 |
| Colorado River Indian Tribes Library/Archives | La Paz | \$30,901.27 |
| Miami Memorial Library | Gila | \$30,805.69 |
| Hayden Public Library | Gila | \$29,276.47 |
| Cocopah Tribal Library | Yuma | \$29,085.31 |
| Mammoth Public Library | Pinal | \$28,798.58 |
| Tonto Basin Public Library | Gila | \$28,033.97 |
| Eloy Santa Cruz Library | Pinal | \$27,842.82 |
| Dr. Fernando Escalante Tribal Library | Pima | \$26,887.05 |
| Coolidge Public Library | Pinal | \$26,600.32 |
| San Lucy Library | Maricopa | \$26,600.32 |
| San Xavier Learning Center Library | Pima | \$26,600.32 |
| La Paz County Services | La Paz | \$26,313.59 |
| Elsie S. Hogan Community Library | Cochise | \$26,026.86 |
| Kaibab Paiute Tribal Library | Mohave | \$26,026.86 |
| Globe Public Library | Gila | \$25,835.71 |
| Superior Public Library | Pinal | \$25,166.67 |
| Pinal County Library District | Pinal | \$24,736.58 |
| Kearny Public Library | Pinal | \$24,497.63 |
| Young Public Library | Gila | \$24,019.75 |
| Ak-Chin Indian Community Library | Pinal | \$23,637.44 |
| Florence Community Library | Pinal | \$23,637.44 |
| Benson Public Library | Cochise | \$22,681.68 |
| Apache County Library District Office | Apache | \$22,258.41 |
| Youngtown Public Library | Maricopa | \$21,917.07 |
| Cottonwood Public Library | Yavapai | \$21,821.49 |
| Cochise County Library District | Cochise | \$21,807.83 |
| Huachuca City Public Library | Cochise | \$21,534.76 |
| Navajo County Library District | Navajo | \$21,056.88 |
| Mohave County Library District | Mohave | \$20,996.05 |
| Ava Ich Asiiit Tribal Library | Mohave | \$20,961.30 |

| | | |
|---|------------|-------------|
| Sierra Vista Public Library | Cochise | \$20,961.30 |
| Tolleson Public Library | Maricopa | \$20,961.30 |
| Winslow Public Library | Navajo | \$20,961.30 |
| Avondale Public Library | Maricopa | \$20,626.78 |
| Safford City-Graham County Library | Graham | \$20,578.99 |
| Holbrook Public Library | Navajo | \$20,387.84 |
| Yavapai-Prescott Tribal Library | Yavapai | \$20,387.84 |
| Yuma County Library District | Yuma | \$20,363.94 |
| Nogales/Santa Cruz County Public Library | Santa Cruz | \$20,363.94 |
| Tombstone City Library | Cochise | \$20,292.26 |
| Yavapai County Free Library District | Yavapai | \$20,056.51 |
| Gila County Library District | Gila | \$19,814.38 |
| Ft. McDowell Yavapai Nation Tribal Library | Maricopa | \$19,623.23 |
| Chino Valley Public Library | Yavapai | \$19,527.65 |
| Pima County Public Library | Pima | \$19,211.51 |
| Clifton Public Library | Greenlee | \$19,145.34 |
| Show Low Public Library | Navajo | \$19,145.34 |
| Prescott Valley Public Library | Yavapai | \$19,049.77 |
| Camp Verde Community Library | Yavapai | \$18,954.19 |
| Duncan Public Library | Greenlee | \$18,954.19 |
| Greenlee County Library System | Greenlee | \$18,954.19 |
| Wickenburg Public Library | Maricopa | \$18,954.19 |
| Pinetop-Lakeside Public Library | Navajo | \$18,858.61 |
| Williams Public Library | Coconino | \$18,858.61 |
| Pima Public Library | Graham | \$18,571.88 |
| Casa Grande Public Library | Pinal | \$18,094.00 |
| Prescott Public Library | Yavapai | \$18,094.00 |
| Phoenix Public Library | Maricopa | \$17,661.09 |
| Copper Queen Library | Cochise | \$17,616.12 |
| Patagonia Public Library | Santa Cruz | \$17,520.54 |
| Parker Public Library | La Paz | \$17,329.39 |
| Payson Public Library | Gila | \$17,329.39 |
| Snowflake-Taylor Public Library | Navajo | \$16,755.93 |
| Page Public Library | Coconino | \$16,278.04 |
| Flagstaff City-Coconino County Public Library | Coconino | \$16,209.77 |
| Fredonia Public Library | Coconino | \$16,182.47 |
| Maricopa County Library District Office | Maricopa | \$15,874.50 |
| Isabelle Hunt Memorial Public Library | Gila | \$15,609.01 |
| Glendale Public Library | Maricopa | \$15,274.49 |
| Mesa Public Library | Maricopa | \$15,226.70 |
| Jerome Public Library | Yavapai | \$14,939.97 |
| Buckeye Public Library | Maricopa | \$14,175.36 |

| | | |
|--------------------------------|---------------|-----------------------|
| Tempe Public Library | Maricopa | \$14,175.36 |
| Peoria Public Library System | Maricopa | \$13,267.38 |
| Sedona Public Library | Yavapai | \$13,028.44 |
| Desert Foothills Library | Maricopa | \$12,646.13 |
| Apache Junction Public Library | Pinal | \$11,690.36 |
| Maricopa Public Library | Pinal | \$10,830.18 |
| Chandler Public Library | Maricopa | \$10,256.72 |
| Scottsdale Public Library | Maricopa | \$10,142.02 |
| | Total: | \$2,000,000.00 |



2021 ARPA FUNDING MENU OPTIONS



Emergency Relief & Safe Response to Pandemic



- Curbside service and outdoor programming
- PPE, including portable sneeze guards for public areas
- Library services targeted to:
 - individuals of diverse geographic, cultural, and socioeconomic backgrounds
 - individuals with disabilities
 - individuals with limited functional literacy or information skills
- Security cameras for parking lots with Wi-Fi available when the building is closed

Digital Inclusion Efforts



- WiFi expansion
- Hotspots and/or devices with data plans
- Virtual programming supplies and services
- Subscriptions to virtual meeting rooms, movie licenses for outdoor presentations, call-in storylines and hotlines
- Improving ADA compliance for websites

Workforce Development & Skills



- Library staff and/or paid consultants to assist Arizonans with digital literacy and workforce development
- VR/AR/XR devices for education and workforce development
- Home Office To Go (laptop, hotspot, printer)
- Digital learning platforms

Important Notes

- If you have an idea other than those listed, it must be approved by the State prior to purchasing!
- All funds and services must be used by 9/30/2022. You CANNOT pre-pay for any services, such as wi-fi or consulting, to extend beyond this date.

