



Municipality of Anchorage

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Anchorage Assembly Leadership

June 2, 2022

Municipal Manager Demboski
632 W. 6th Ave.
Anchorage, AK 99501

Dear Ms. Demboski,

I am writing to follow up on your offer to answer questions regarding the current state of Library operations. Below are the questions we have for you, Ms. Eledge and Mr. Tshibaka that will be discussed in the upcoming Assembly Worksession on Library Operations. I appreciate a response at your earliest convenience.

Staffing and Hiring Processes

1. How many vacancies are there and what is the plan to fill them as soon as possible?
2. What is the employee turnover right now? Is this normal turnover? If not, why not?
3. We understand there was a recent opening for a Range 13 Collection Development position, but that the hiring process was restarted. Is it true that the HR department rejected the initial process because the interviews were not conducted properly? If so, what were the violations and what is being done to remedy this problem for future searches?
4. Assembly members have been informed that a hiring committee for the Library's Collection Development manager is made up of yourself, Judy Eledge and Niki Tshibaka. If this correct, is it typical that the Municipal Manager and HR manager sit in hiring interviews for Library employees? And which member of the committee is technically familiar with the character of the work of purchasing and managing a public library collection?

Service Levels

1. The Administration announced that Sunday Library hours were terminated. When will Sunday hours be reinstated?

2. Assembly members and others are hearing complaints of information desks going unstaffed. Is this accurate that information desks are going unstaffed?
3. Assembly members and others are also hearing complaints that fewer programs are being offered than in previous years. Is this true that a more limited number of programs is being offered?
4. If information desks are going unstaffed and program offerings have been reduced, what is the plan to return these to previous levels?

Policies and Procedures

1. Assembly members and others have heard about a change in the following policies: a limit on the number of bags being allowed in the Library and a limit on how long people are allowed to sit in the café. Is this true that the Library has made these two policy changes?
2. Can the Assembly see the new policy? Can you tell us how it was adopted? Can you tell us how it is being applied?
3. What are your procedures for giving warnings and removing patrons?
4. What are procedures for confiscating patron property on the grounds?
5. What are the procedures for Security staff patrolling and monitoring cameras on the grounds?

If you have any questions related to this request, we would be happy to discuss.

Sincerely,



Suzanne LaFrance, Assembly Chair



Christopher Constant, Assembly Vice Chair

Cc: Mayor Dave Bronson
Judy Eledge - Acting Library Director
Niki Tshibaka - Human Resources Director
Patrick Bergt - Municipal Attorney
Alexis Johnson - Chief of Staff