



# MUNICIPALITY OF ANCHORAGE

## Assembly Memorandum

No. AM 220 - 2025

Meeting Date: March 4, 2025

1 **From: MAYOR**

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3 **Subject: EXECUTIVE APPOINTMENT – CONFIRMATION HEARING.**

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5 Pursuant to the Municipality of Anchorage Charter in sections 5.02, 5.03 through  
6 5.05 and the Anchorage Municipal Code sections 2.30.095, 3.20.020 and 3.20.070, I  
7 ask the Assembly to confirm the following executive and department head that I  
8 have appointed:

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<u>Name</u>	<u>Position</u>
Marjorie Harrison	Library Director

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13 Resume submitted in accordance with Anchorage Municipal Code section 3.30.173  
14 is attached for your information.

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16 **THE ADMINISTRATION RECOMMENDS APPROVAL.**

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18 Prepared by: David Samsa, Human Resources Executive Assistant  
19 Approved by: Tyler Andrews, Chief Human Resources Officer  
20 Concur: William D. Falsey, Chief Administrative Officer  
21 Concur: Rebecca A. Windt Pearson, Municipal Manager  
22 Respectfully submitted: Suzanne LaFrance, Mayor

# Marjorie Harrison

Phone [REDACTED]

E-mail [REDACTED]

## PROFESSIONAL EXPERIENCE

- 8/16-present **Executive Director, Calcasieu Parish Public Library, Lake Charles, LA**
- ◆ Responsible for the administration of the 13-branch library system serving a population of 205,000- prepare & administer a 38 million operating and capital budget; directly supervise an administrative team of 7 and oversee the management of 143 total employees (122 FTEs); implement the strategic plan; formulate and develop policy; provide vision and leadership, strengthen partnerships, and create community connections.
  - ◆ Led strategic planning for the library system in 2018 resulting in the adoption of a new vision, mission, core values, and long-term goals and strategic objectives.
  - ◆ Successfully led a 10-year, 5.99 mill property tax renewal. Voters approved a 10-year tax renewal in 2018.
  - ◆ Facilitated the acquisition of three bank properties to expand and improve library service in growing areas of the parish and worked with architects on renovations. Grand openings launched in 2023.
  - ◆ Managed hurricane repair and improvement projects for 17 facilities following Hurricanes Laura & Delta. Currently working with FEMA on the reconstruction of two remaining facilities.
  - ◆ Maximized the unique opportunity brought upon by the hurricanes to improve operational efficiencies, organizational structure, interior floor plan and aesthetics, and structural design. 2024 opened with a new Community Enrichment division.
  - ◆ Partnered with the City of Lake Charles and Children's Museum of Southwest Louisiana to bring library service to Port Wonder, a future science center and educational complex on the lakefront.
  - ◆ Partnered with the Lake Charles Housing Authority on the 2022 Choice Neighborhood initiative grant to implement the Mid-City Transformation Plan.
  - ◆ Coordinated and led planning sessions with design consultant for 12 branch libraries, worked with consultant and staff on new concept design, furniture layout and selection. Procured furniture for 12 branches.
  - ◆ Led Senior Staff in the development of a comprehensive Building Security Plan for 13 facilities and created and implemented training.
- 11/12-7/16 **Government Information and Library Services Program Manager, Oregon State Library, Salem, OR**
- ◆ Managed research support services provided to the Legislature and Oregon state government including the Oregon Document Depository Program, and citizen access to federal and state documents and Oregon historical resources - prepared & administered a 4.6 million biennial budget; supervised a team of 17 permanent staff (15.6 FTEs); implemented and monitored Government Services workgroups and activities, its strategic plan, and key performance measures.
  - ◆ Key leader and participant in strategic planning for the State Library, the 2013 Reorganization Project, and the Oregon State Library Transformation Project.
  - ◆ Responsible for leading Oregon Administrative Rule (OAR) rulemaking advisory committees for drafting rules and determining fiscal impact on mandates from enrolled House Bill 3523.

- ◆ Coordinated and developed a partnership and consortial agreement with Chemeketa Cooperative Regional Library Service (CCRLS) and managed the integrated library management system migration project.
- ◆ Coordinated the selection and procurement of a Digital Asset Management System and managed the implementation project.

11/10-10/12 **Director, San Juan Island Library, Friday Harbor, WA**

- ◆ Responsible for administration of the island library district serving a year-round population of 7,500 with double the population in the summer - prepared & administered a 1.5 million annual budget; supervised a team of 10 regular staff; implemented the strategic plan; served as public relations coordinator; formulated and developed policy; and managed adult collections.
- ◆ Managed a comprehensive long-range-planning process following the *Strategic Planning for Results* model.
- ◆ Managed a successful mil levy election. Voters approved a modification of its tax levy in November 2011 to increase property taxes for Library services.
- ◆ Developed and coordinated a comprehensive English Language Learning program, and in partnership with a local non-profit agency coordinated a simultaneous children's enrichment program.

7/07-10/10 **Panhandle Library System Coordinator, Nebraska Library Commission, Lincoln, NE**

- ◆ Administered and coordinated System services and programs, provided training, consulting, professional resources, and assistance to 127 member libraries of all types within the Panhandle region of western Nebraska.
- ◆ Taught Basic Skills classes for the Nebraska Librarian Certification program.
- ◆ Implemented PLS Plan of Service, managed System office and supervised staff.
- ◆ Wrote grants to supplement services and programs. PLS received 8 grants during my tenure.
- ◆ Coordinated the development of the Panhandle Library Consortium, a multi-type library consortium with a shared union catalog.

4/06-7/07 **Director, Romeo District Library, Washington, MI**

**Acting Director/Assistant Director (April 6 –August 24)**

- ◆ Responsible for the administration of the 2-facility library district serving a population of 27,000 - prepared & administered a 2.6 million annual budget; directly supervised an administrative team of 8 and oversaw the management of 38 total employees (24.8 FTEs) in a union environment; governed the labor contract, sat at the contract negotiations table, and worked with the library's attorney on labor/personnel issues.
- ◆ Completed a strategic planning process in cooperation with The Extra Edge consulting firm.

6/04-4/06 **Adult Services Department Head, Highland Township Public Library, Highland, MI**

- ◆ Led the Adult Services team in planning and providing reference service, readers' guidance, and programming.
- ◆ Participated in and oversaw collection development and monitored departmental budget.
- ◆ Instructed students in database research and implemented computer use classes.
- ◆ Coordinated a homebound delivery service in cooperation with the Highland Senior Bus Service.

- 6/02-6/04 **Director, Elbert County Library District, Elizabeth, CO**
- ◆ Responsible for the administration of the 4-branch library system with a part-time bookmobile serving a population of 23,000 – prepared budget and managed library finances; designed and implemented short term and long-range plans; formulated and enforced library policies and procedures; and managed personnel.
  - ◆ Worked with Elbert School administrators and school board to facilitate the opening of a new public branch library situated in the local school.
  - ◆ Facilitated community focus groups and conducted surveys for expansion project.
  - ◆ Collaborated with schools & local organizations in planning and promoting district wide community programs.
  - ◆ Pursued grants and other sources of funding. The Kiowa Library received a \$10,000.00 Colorado State Historical Fund grant to conduct a structural assessment.
- 12/01-6/02 **Director, Phillips-Lee-Monroe Regional Library System, Helena, AR**
- ◆ Responsible for planning, coordinating, and developing services for a three county library system with a population of 49,000.
  - ◆ Received a Center for the Book grant to fund *Readers for Life*, a community partnership family literacy program.
- 5/97-12/01 **Adult Services Coordinator, Oak Park Public Library, Oak Park, MI**  
6/95-5/97 **Adult Services Librarian, Oak Park Public Library, Oak Park, MI**
- ◆ Administrative duties – oversaw the operation of the adult services department including the training and supervision of professional and support staff in all aspects of library service; managed an adult materials budget of over \$60,000; organized young adult and adult programs; maintained and developed the adult collection; and managed adult reference.
  - ◆ Designed and implemented bibliographic instruction and computer use classes.
  - ◆ Assisted in planning and implementing all aspects of library automation.
- 9/91-6/95 **Youth Services Librarian, Library Technical Assistant, Librarian Assistant, Wayne County Library System, Wayne, MI**
- 5/93-3/94 **Adult Services Librarian, Waterford Township Public Library, Waterford Twp, MI**

## EDUCATION

- 6/2013 Oregon Project Management Associate Certification  
12/92 Master of Science in Library Science, Wayne State University, Detroit, MI  
5/90 Bachelor of Arts in English, University of Detroit, Detroit, MI  
1986-1988 Doane College, Crete, Nebraska

## ADDITIONAL PROFESSIONAL ACTIVITIES

- ◆ Rotary Foundation of Rotary International Paul Harris Fellow recipient in appreciation of tangible and significant assistance given for the furtherance of better understanding and friendly relations among peoples of the world (2024)
- ◆ State Library of Louisiana LSTA Advisory Committee member (2022-present)
- ◆ University of South Florida Customer Experience Steering Committee member (2021-present)

- ◆ Calcasieu Parish Disaster Recovery Framework, Recovery Support Function (RSF) Natural/Cultural Resources team lead (2021)
- ◆ City of Lake Charles Inclusion, Diversity, Equity, and Awareness Council, Executive Board member (2020)
- ◆ Libraries Southwest Consortium, Treasurer (2017-present)
- ◆ United Way of Southwest Louisiana Community Investment and Impact Council member (2017-present)
- ◆ Leadership Southwest Louisiana participant (2017)
- ◆ City of Lake Charles Leadership Team for Community Diversity and Inclusion (2016-2019)
- ◆ State of Oregon E-Governance Board member (2013-2016)
- ◆ Administrative Certificate for Oregon Procurement certificate program (2016)
- ◆ Oregon Project Management Certification Program (2013)
- ◆ Leadership San Juan Islands participant (2012)
- ◆ Speaker at PLA and ALA conferences for OCLC on Worldshare Management Services (2012)
- ◆ Nebraska Library Association Strategic Planning Committee member (2010)
- ◆ Delta Kappa Gamma Society International member (2010)
- ◆ Nebraska Library Association, Treasurer (2010)
- ◆ Taking Charge of Your Library's Future: Nebraska Library Association conference presentation on public library planning (2009)
- ◆ Nebraska Library Leadership Institute participant (2009)
- ◆ Nebraska Library Association Bylaws Committee member (2009)
- ◆ Nebraska Talking Book and Braille Advisory Council member (2008-2010)
- ◆ Mountain Plains Library Association Board Choice Award winner (2008)
- ◆ The Library Network Adult Services Committee, Co-Chair (2005-2006)
- ◆ Selected as a Weaver for the Colorado Association of Libraries conference (2003)
- ◆ Colorado Association of Libraries Membership Committee (2002-2003)
- ◆ CLEF Scholarship Committee member (2003)
- ◆ Selected to serve as a Coach and a Player in the Colorado @ Your Library Initiative Project (2002-2004)
- ◆ Served on the advisory board of the African American Almanac. 8<sup>th</sup>ed. Detroit: Gale Group, 1999
- ◆ Interviewed guests, discussed books, encouraged reading, and promoted civic events on a monthly cable program entitled Checking Out the Library (1995-2001)

## **LIBRARY TECHNOLOGY AND COMPUTER SKILLS**

- ◆ Extensive experience coordinating and administering Integrated Library Systems including supervision of technology and systems staff, shared system coordination, ILS implementation, and direct management of the system.
- ◆ Managed the Oregon State Library's shared ILS; digital resources, content, and special projects; database and electronic resources subscriptions; and the Oregon Documents Repository.
- ◆ Experience operating virtual reference and managing staff in a virtual reference environment.
- ◆ Created and maintained library websites using various web design software.
- ◆ Experience using small business accounting and performance management software.
- ◆ Regularly use various Office365 collaboration tools.