

LIBRARY ADVISORY BOARD MINUTES
OF A REGULAR MEETING

KERRVILLE, TEXAS
February 19, 2013

On Tuesday, February 19, 2013, the Library Advisory Board meeting was called to order by Vice-Chairperson T. David Jones at 3:00 p.m. in the Library Meeting Room, 505 Water Street, Kerrville, Texas.

MEMBERS PRESENT:

T. David Jones	Vice-Chairperson
Diana Martin	Board Member
T. Scott Gross	Board Member

EX-OFFICIO MEMBERS PRESENT:

Justin MacDonald	City Council Member
Tom Moser	County Commissioner
Elizabeth Baker	Kerrville Genealogical Society

ABSENT MEMBERS:

Judy Carr Ward	Chairperson
Halsey Bascom	Board Member

STAFF PRESENT:

Laura Bechtel	Library Director
Kim Meismer	Director, General Operations
Chris Holder	Recording Secretary

VISITORS PRESENT:

None.

CALL TO ORDER

1. VISITOR/CITIZENS FORUM:

None.

2. APPROVAL OF MINUTES:

2A. Approval of minutes of the Library Advisory Board meetings held on December 4, 2012 and January 15, 2013

Mr. Gross moved to approve the minutes from the Library Advisory Board meeting held December 4, 2012; Ms. Martin seconded. Motion passed unanimously, 3-0.

No action was taken on the January 15, 2103 minutes.

3. INFORMATION AND DISCUSSION:

3A. Monthly Performance Measures (staff)

Ms. Bechtel stated that in January, 49% of patrons lived in the City, 47% in County, and 4% outside county. There were 9,600 checkouts, with 54% City and 42% County, and 3,400 computer sessions. The gate count was 10,671 for the Library and 200 for the History Center. Ms. Bechtel stated that library has 361 books in the collection and 95 checked out in January. Ms. Bechtel stated that circulation increases during the Summer Reading Program.

Mr. MacDonald assumed that county residents will drop. Ms. Bechtel stated that she believes that the county patrons will drop to 40% next month.

Ms. Martin asked about the Born to Read program and Ms. Bechtel said numbers have not been received from Sid Peterson Hospital.

Mr. Moser inquired if the percentage of Juveniles and Young Adults from within the City and without the City is about the same as the overall percentages of patrons and checkouts. Ms. Bechtel said that she could provide the information to Mr. Moser.

3B. Monthly Financial Statement (staff)

Ms. Bechtel stated that the Library is a quarter of the way through the budget. Ms. Bechtel informed Mr. Jones that as stated in the January meeting, there was a large purchase of processing materials using the other supplies budget in January. Ms. Martin inquired about the remaining funds in the software maintenance account. Ms. Bechtel responded that it is for the annual maintenance costs for the time management and security system software.

Ms. Bechtel indicated that an additional line was added to the revenue report to account for Kerr County residents who purchased library memberships.

Ms. Bechtel stated the Library took in \$121 in January for non-City memberships.

Mr. Gross asked if individuals rent the gazebo and inquired about the upkeep. Ms. Bechtel stated that the gazebo is maintained, but has not had anyone rent it.

Ms. Martin asked about extended use fees and collection agency. Ms. Bechtel said the contract has been signed to work with UMS for collections. As of February 1, the new fee schedule adjusted patrons' borrowing privileges so that accounts are suspended after the patron owes more than \$10. Mr. Jones asked about total amount owed in fines. Ms. Bechtel said it's approximately \$40,000.

Mr. Jones asked about next book sale. Ms. Bechtel said the Friends of the Library are holding a sale on March 1-3. Mr. Jones asked if the Friends provide a discount at the sales to library card holders. Ms. Bechtel said no. Mr. Jones asked about initiating a discount incentive for card holders. Ms. Bechtel said that it can be brought up at a Friends of the Library Board meeting.

3C. Update on Non-City Memberships (staff)

Ms. Bechtel provided the Board with a report on the number of memberships purchased as of 12 p.m. on February 19, 2013. The report listed the number of memberships purchased divided into Kerr County cards, non-Kerr County cards, and donor and volunteer cards.

Mr. MacDonald noted that few Computer Use only cards had been purchased. Ms. Bechtel stated that many patrons are instead purchasing a Temporary card to access the computers or using a Wi-Fi enabled device, as the Wi-Fi is not restricted.

Mr. Jones asked about control over Wi-Fi, such as having a possible popup encouraging patrons to get library cards. Ms. Bechtel inquired if Mr. Jones was referring to the gateways to access that are encountered, for example, when accessing Wi-Fi at the airport. Mr. Jones said yes and asked about implementing a gateway service. Ms. Bechtel stated that would be an additional cost. Mr. MacDonald stated the City has not implemented that type of service in the Peterson Plaza. Mr. Moser noted that some county courthouses provide open Wi-Fi at the courthouse for people passing through town.

3D. Non-City Library Funding Resources (staff)

Ms. Bechtel informed the Board of the E-rate program, sponsored by the FCC and Universal Service Fund, which provides discounted telecommunications services to libraries and school districts. Applicants are guaranteed a discount based on their urban/rural status and how many students are eligible for the National School Lunch Program. BHML could possibly receive 80% discount on internet services for the public computers.

Ms. Bechtel stated that the Library has partnered with Schreiner University the Big Read Grant. If awarded the grant, the Library would partner with Schreiner in offering a month of programming revolving around the novel *True Grit*. Examples of possible programs to be offered include author talks, music performances, and movie showings. A portion of the grant funding goes to providing copies of the book to members of community for free, with some to be handed out at the Library. The Library will know in April if the grant has been awarded. Dr. William Woods is optimistic about changes of receiving the grant.

Ms. Martin inquired about the possibility of still receiving the grant from Callioux Foundation. Mr. Jones sought clarification if Mr. Moser was a member of the Board. Mr. Moser stated that he has been appointed as the County liaison to the Library Advisory Board. Mr. MacDonald said that an ordinance was passed to remove his Ex-Officio position from the Board but it was not published in the paper soon enough and therefore his seat on the Board is still active. Mr. MacDonald stated that Mr. Moser approached the City to see how they could work through differences between the City and the County and that he had met with Mr. MacDonald, Mr. Parton, Ms. Meismer, and Ms. Bechtel the prior week and Mr. Moser was invited to attend the Board meeting.

Mr. Moser stated that during a Commissioners Court Executive Session he had brought up the possibility of requesting funding from the Callioux Foundation for the year, but that no action was taken. Mr. Gross inquired if the City Council could ask Callioux for the money in lieu of the County doing so. Mr. MacDonald said he had asked the City Manager if it was possible. Mr. Moser said the County Attorney had some issues with the stipulations with the grant.

Ms. Martin asked if it would be possible for the Mayor to ask the Judge to ask for the funds. Mr. Moser said he asked the Judge and other Commissioners directly to ask for the money and every other commissioner but that did not move forward.

Mr. Jones stated that there are two separate issues: will the County ask for the funds and will the City ask for the funds. Mr. MacDonald said he will talk to the City Manager again about asking for the funds. A primary concern, according to Mr. MacDonald, shared by the City Manager and Mr. MacDonald is the ongoing sustainability of the funding. Mr. MacDonald is concerned that funding will be received for one year, but not for the following year and how it will affect the ability to plan and non-City patrons. Mr. Gross and Ms. Martin do not believe it will be a problem.

Mr. Moser said the Library funding problem is his highest priority in the County. Mr. Moser said that he believes that moving past 2013 to placing the Library in the 2014 county budget may be the best idea in moving forward. Mr. Moser believes there may be other sources of funding to pursue for 2013 beyond the Callioux Foundation.

Mr. Gross asked if the Board could formally request the City Council to ask the Callioux Foundation for the money. Mr. Jones stated that it would be better for the request to be put on the agenda for the next board meeting as an action item. Mr. Jones requested that Mr. MacDonald revisit with the City Manager on approaching the Callioux Foundation.

Discussion occurred regarding the changing of the ordinance to remove the Ex-Officio position held by a County Commissioner. Mr. MacDonald stated that the ordinance was amended because it was not appropriate for the County to hold a position on the Board when the County does not fund the Library. Mr. MacDonald then stated that if the County started funding the Library again, the ordinance would be amended again.

Mr. Moser requested the minutes from when Library was founded and the City and County agreed on funding.

3E. Update on Friends of the Library activities (Halsey Bascom)

Ms. Bechtel informed the Board that the Friends of the Library have scheduled their next book sale for March 1st - 3rd. Friday, March 1st is a Friends Members only sale. The sale is open to the public Saturday, March 2nd and Sunday, March 3rd.

3F. Update on Kerrville Genealogical Society activities (Elizabeth Baker)

Ms. Baker stated that KGS is beginning to understand challenge of running a totally volunteer operation. Ms. Baker stated they have 4 people for 6 hours a day volunteering. Ms. Baker described to the Board the variety of visitors the History Center receives.

Ms. Baker thinks that the History Center does a lot of good for Kerrville but doesn't get the credit it deserves. The next KGS meeting will be held at the First United Methodist Church educational building and Dr. Candace Scott from Logan Library will present "Caring for Records and Heirlooms - What to Save and How to Save it."

Ms. Baker said she hopes that the Board will recognize the History Center. Kerr Regional History Center serves 5 counties and volunteers from the surrounding area. Ms. Baker inquired about the Board's involvement in History Center. Ms. Baker said the trust has provided \$271,928.78, but that it goes into the City money and the money is not seen inside the History Center. Ms. Baker said that the total amount seen inside the History Center, except for the washing, is \$157 for a door handle.

Ms. Bechtel said that the Remschel-Deering History Center Fund, which receives the money from the trust, is used to pay for the operation of the History Center.

Ms. Baker said that Mr. Parton is working on physical problems with building. Ms. Baker said that the History Center needs more room, including a secure room. Ms. Baker said that some books used to do research cost over \$1000.

Ms. Baker said Dr. Joe Luther has offered his collection but he will not give it to the History Center without a more secure place to store it.

Ms. Baker stated that in 2004, H.E.B gave the building for the History Center and the Remschel-Deering Charitable Income Trust provided money for upkeep. Ms. Baker said that since then, she believes the City has not paid toward operations and requests proof if otherwise.

Mr. Jones asked for the history of the relationship between the History Center and the City is placed on the next agenda. Ms. Baker says that some volunteers are not a part of the genealogical society. Mr. Gross wants to know how much it would cost to store Dr. Luther's books for next meeting. Ms. Baker thinks that the room upstairs could be used for storage if it would be remodeled. Mr. MacDonald said that as a point of clarification the City is planning to spend over \$100,000 from trust fund to fix structural problems for the History Center.

Ms. Baker said that the majority of collections have been paid for by the members of KGS or donated by KGS. Ms. Baker stated that money for the collection has not come from the trust and that KGS is running out of money. Ms. Baker stated that the History Center has problems with stolen books and some people who are no longer donating books because of this. Ms. Meisner asked Ms. Baker who is stealing the books. Ms. Baker said that people are allowed to walk in with bags and briefcases and she desires a place for people to use the books where they can be observed.

Mr. Jones asked if KGS is a 501(c)(3). Ms. Baker said yes. Mr. MacDonald stated that the building is owned by the City and that KGS operates there. Ms. Baker requested an agreement with the City to understand what belongs to the City and KGS.

Mr. Gross stated that the ultimate goal is to have the collection digitized. Ms. Baker said that Joe Herring is scanning the Starr Bryden collection to be put on CD.

Ms. Martin clarified that KGS is a standalone non-profit and inquired if they were part of a larger group. Ms. Baker said that there is a Texas Genealogy Society and other societies. Ms. Martin then asked for clarification if the History Center was part of the society. Ms. Baker said that the History Center is owned by the City. Ms. Meisner stated that to receive the trust money, a genealogy society must be operated out of the History Center. Ms. Baker said the trust requires that there be a History Center.

3G. Next scheduled Library Advisory Board meeting – March 19, 2013

The meeting will be held in City Hall Upstairs Conference Room because the Friends of the Library collection will be moved into Library Meeting Room in preparation for the basement renovation.

4. ANNOUNCEMENTS OF COMMUNITY INTEREST

Ms. Martin says the design of the Library is great for the handicapped and it was well designed.

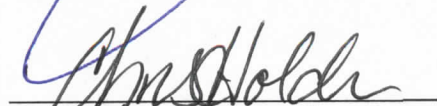
5. ADJOURNMENT

Ms. Martin motioned to adjourn; Mr. Gross seconded. The Library Advisory Board adjourned at 4:16 p.m.

APPROVED:


T. David Jones, Vice-Chairperson


Laura Bechtel, Library Director


Chris Holder, Recording Secretary

May 21, 2013
Date minutes approved & signed