

LIBRARY ADVISORY BOARD MINUTES  
OF A REGULAR MEETING

KERRVILLE, TEXAS  
JANUARY 15, 2013

On Tuesday, January 15, 2013, the Library Advisory Board meeting was called to order by Chairperson Judy Carr at 3:00 p.m. in the Library Meeting Room, 505 Water Street, Kerrville, Texas.

MEMBERS PRESENT:

Judy Carr	Chairperson
T. David Jones	Vice-Chairperson
Halsey Bascom	Board Member
T. Scott Gross	Board Member

EX-OFFICIO MEMBERS PRESENT:

Justin MacDonald	City Council Member
Elizabeth Baker	Kerrville Genealogical Society

ABSENT MEMBERS:

Diana Martin	Board Member
Jonathan Letz	County Commissioner

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 18, 2012. Mr. Jones motioned to approve the minutes. Ms. Bascom seconded. Motion passed unanimously, 4-0.

**3. CONSIDERATION AND POSSIBLE ACTION:**

None.

**4. INFORMATION AND DISCUSSION:**

4A. Monthly Performance Measures (staff)

Ms. Bechtel explained that after staff corrected patron types through address verification there is a more even split of 48% between City and County patrons. Mr. MacDonald asked if that was due to acquiring better data. Ms. Bechtel said yes. Ms. Bechtel reported that e-book checkouts were lower than previous months due to vendor issues. In December, the gate count was 10,628; the gate count goal for Fiscal Year 2013 is 150,000. As of December, 30,729 items have been checked out for the fiscal year. Ms. Bechtel stated that there is an expected decline in the number of County patrons.

4B. Monthly Financial Statement (staff)

Ms. Bechtel stated that for the first quarter, the Library spent just under 20% of the budget. In December, the Library received the annual gift from Friends which supports Summer Reading, Large Print, and Audiobooks. Mr. Jones asked about upcoming supplies costs. Ms. Bechtel

answered that a number of supplies will be purchased in January for processing books. Mr. Jones asked what items were purchased using the Special Service line item; Ms. Bechtel answered that it is the McNaughton Lease Program, TexShare Databases, and Interlibrary Loan Courier Service. Ms. Bechtel reported revenues of \$200 to \$300 a month in donations. Mr. Jones requested revenue totals be provided at the next meeting.

#### 4C. Non-City Library Funding Resources (staff)

Ms. Bechtel said there are two grants the Library no longer receives due to cuts to the state library budget. The Lone Star grant provided funding for foreign language and juvenile materials. Regional systems that helped libraries within the state were closed down; therefore, the Library no longer received a \$6,000 grant. Ms. Bechtel said that at this time, the state does not appear to be reinstating the grants.

The Texas Book Festival has 3 grant opportunities; grants are available for Technology, Literacy, and Collection Enhancement. Ms. Bechtel said the Library applied for a Technology Grant in 2008 but was not successful. The Library has applied to the Gates Foundation in the past. At this time, the Gates Foundation does not accept unsolicited applications; the grant application is now invitation only for libraries. In the past, Rent-A-Center provided a grant for the acquisition of financial materials for the Young Adult and Juvenile collections.

Mr. Gross summarized that many grants are no longer available and cannot be used to cover operational costs. Ms. Bechtel confirmed that many grants do not allow the grant funds to be used for operations. Mr. Jones inquired about finding a retired grant writer to help apply for grants. Mr. Jones inquired on the possibility of asking for donations of electronic devices for patron use. Discussion occurred regarding the development of a list of items the Library could request for donation.

Discussion occurred about making the library owned jointly by the City and the County to ensure funding. Mr. Gross suggested giving half the governance of the Library to the County. Mr. MacDonald did not think the County would accept half the governance of the Library.

Discussion occurred regarding homeschool patrons and if they were a possible revenue stream due to overdue materials. Ms. Carr mentioned that the homeschool patrons and those who attend Story Time are conscientious about their due dates.

Mr. Jones requested the development of non-City Library funding resources be kept on the agenda.

#### 4D. Requirements for Accreditation in the Texas Library System (staff)

Ms. Bechtel stated that the State assigned the Library a Maintenance of Effort requirement of \$15.81 per capita. A library is exempt from Maintenance of Effort if \$13.50 per capita is spent. Ms. Bechtel stated the Library will be exempt from Maintenance of Effort in Fiscal Year 2012 because more than \$13.50 per capita was spent and over \$125,000 of the budget is received from local government. Ms. Bechtel stated that the accreditation requirements will change in 2013, as the Library's assigned population will go from the population of Kerr County to the population of the City of Kerrville.

Ms. Bechtel stated that the Library is in no danger of losing accreditation at this time. Mr. MacDonald asked what would happen if the Library lost accreditation. Ms. Bechtel said that the library would no longer be able to participate in a number of programs offered by the Texas State Library, including grants, the TexShare Program, and Inter-Library Loan.

Discussion occurred regarding Bexar County to remove themselves from the San Antonio Public Library system and their plans for a bookless library.

4E. Update on Friends of the Library activities (Halsey Bascom)

Ms. Bascom reported that the Friends sale held in December brought in \$732.50. The design for the renovation of the basement is in process. The Friends materials will be moved from the basement into storage in the Meeting Room. The project is expected to last 60 to 90 days.

4F. Update on Kerrville Genealogical Society activities (Elizabeth Baker)

Ms. Baker reported that the History Center closed on December 22 and reopened January 8. Ms. Baker reported visits from City and County staff in December and January to view the History Center. Ms. Baker informed the Board that volunteers operate the History Center 6 hours a day, 5 days a week. The Kerrville Genealogical Society wants to ensure there are enough volunteers per day and therefore there may be 4 volunteers there a day. Ms. Baker highlighted two volunteers at the History Center to the Board.

Ms. Baker informed the Board that all Kerrville Genealogical Society books are listed as missing or in basement in library catalog. Ms. Baker stated that she has 12 pages of books that need to be reentered into the Library catalog.

Ms. Baker told the Board that a volunteer from Fredericksburg was at the History Center when carpenters showed up to form a barrier between downstairs and upstairs. The volunteer was upset as he considers the building a historical building. Ms. Baker believes the Board should help the Kerrville Genealogical Society with a number of perceived problems at the History Center to ensure it continues to remain open and requested the item be placed on the agenda for the next meeting.

The next Kerrville Genealogical Society meeting was to be held January 16, titled "Finding Your Civil War Relatives." The Kerrville Genealogical Society produces a monthly newsletter which is distributed online and via mail and Ms. Baker offered to send it to members of the Board.

4G. Next scheduled Library Advisory Board meeting – February 19, 2013

5. **ANNOUNCEMENTS OF COMMUNITY INTEREST**

Ms. Bechtel announced that the City and Library will be closed on January 21 for Martin Luther King Jr. Day.


Ms. Bechtel announced the Library Advisory Board meeting will be held at City Hall in March.

6. **ADJOURNMENT**

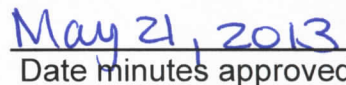
Mr. Gross motioned to adjourn; Ms. Bascom seconded. The Library Advisory Board adjourned at 4:05 p.m.

APPROVED:

  
Judy Carr, Chairperson

  
Laura Bechtel, Library Director

  
Chris Holder, Recording Secretary

  
Date minutes approved & signed