

LIBRARY ADVISORY BOARD MINUTES  
OF A REGULAR MEETING

KERRVILLE, TEXAS  
May 21, 2013

On Tuesday, May 21, 2013, the Library Advisory Board meeting was called to order by Chairperson Judy Carr at 3:00 p.m. in the City Hall Upstairs Conference room, 701 Main Street, Kerrville, Texas.

**MEMBERS PRESENT:**

Judy Ward	Chairperson
T. David Jones	Vice-Chairperson
Diana Martin	Board Member
Jane Smith	Board Member

**ABSENT MEMBERS:**

Justin MacDonald	City Council Member
Elizabeth Baker	Kerrville Genealogical Society

**STAFF PRESENT:**

Laura Bechtel	Library Director
Rachael McDonnell	Recording Secretary

**VISITORS PRESENT:**

Jack Pratt	Mayor
Tom Moser	County Commissioner
David Lipscomb	

**CALL TO ORDER**

**1. VISITOR/CITIZENS FORUM:**

None.

**2. APPROVAL OF MINUTES:**

2A. Approval of minutes of the Library Advisory Board meetings held on January 15, 2013, February 19, 2013 and March 19, 2013

Ms. Martin moved to approve the minutes from the Library Advisory Board meeting held January 15, 2013; Ms. Smith seconded. Motion passed unanimously, 3-0.

Ms. Smith moved to approve the minutes from the Library Advisory Board meeting held February 19, 2013; Ms. Martin seconded. Motion passed unanimously, 3-0.

Ms. Martin moved to approve the minutes from the Library Advisory Board meeting held March 19, 2013; Ms. Smith seconded. Motion passed unanimously, 3-0.

**3. CONSIDERATION AND POSSIBLE ACTION:**

3A. Implementation of library satisfaction survey (Diana Martin)

Ms. Martin inquired about activity and usage of several Library functions. Ms. Bechtel gave positive feedback on Library functions. There are avenues in place for people to provide feedback. Mr. Jones mentioned concerns with the air conditioning as he had noticed staff using fans at desks. Ms. Bechtel stated that staff has used fans in areas when they feel warm and the air conditioning was working fine. Mr. Jones noted that he had spoken with a Kerr County resident that expressed concern that the Library did not keep enough of the "classics" in its collection. Ms. Bechtel stated that the Library tries to keep those books in the collection and is always willing to take suggestions from patrons to order more titles. No motion was made.

3B. Agreement between the City of Kerrville and the Kerrville Genealogical Society. (Diana Martin)

Ms. Martin requested the item be placed on the agenda after the discussion on the History Center at the March 19 meeting of the Library Advisory Board meeting. Discussion took place regarding the operation and maintenance of the History Center but no motion was made.

#### **4. INFORMATION AND DISCUSSION:**

##### **4A. Monthly update by Library Director (Staff)**

Ms. Bechtel stated that the Library surpassed 5,000 members in April. Ninety percent of Library patrons reside in Kerrville city limits, 7% reside in Kerr County, and 3% outside of Kerr County. Circulation increased in the month of April. Over 9,000 items were checked out, with 65% of items being checked out by residents of Kerrville, 31% by residents of Kerr County, and the other 4% going to residents outside of Kerr County. The Library gate count also increased in the month of April with over 10,000 people through the door. Many library tours took place, including a tour by the County Commissioners and a total of 159 students and teachers from area schools. E-audiobooks were added to the collection in April enabling patrons to download audiobooks to their devices. More Born to Read bags were delivered to Peterson Regional Medical Center in March but there are no new statistics.

As of April 30, 2013 the Library had spent 48% of the budget. Periodicals and software agreements will be renewed between the months of July and September. Ms. Martin inquired about the fact that the Light and Power portion of the budget is at 86%. Ms. Bechtel stated that that part of the budget was reduced for the first year after the renovation but that she would be requesting it to be raised again for next year's budget. Discussion took place about the number of part-time employees and the hours they worked. Mayor Pratt asked where the funding was coming from concerning the tutoring program that is starting in July. Ms. Bechtel stated that monies would be requested from the Library Endowment. Temporary cards are still the most popular choice among Kerr County residents with 52 being purchased in April. Also in April, 19 annual cards were purchased for item checkout only, 3 for computer use and 2 for full Library access. Wi-Fi is also showing popular use – people are coming in with their own devices at the Library. Discussion occurred about the possibility of the County adding funding for the Library in future budgets. Mr. Moser stated that no decision has been made at this time on funding, but will be a part of the budget process.

##### **4B. Presentations of draft Library department budget for Fiscal Year 2014 (staff)**

Ms. Bechtel stated that she would be presenting the proposed Library budget on Thursday to the City Manager. The increase in software maintenance will be due to new services being offered such as self-check kiosks, additional computers, and more e-books. The amount requested for the book budget will be approximately the same as it was for Fiscal Year 2013. Another increase will be in travel and training in order to be able to take more staff along to attend the annual Texas Library Association conference. The conference provides opportunities for staff to network and to learn about new services and programs and bring them back to the Library. The special services line will include the new tutoring programming from Tutor.com and a public performance license. The public performance license would allow the library to show copyrighted materials without violating copyright and enhance programming. Tutor.com offers one-on-one help for all groups, with those in K-12 as the primary target audience, but the service includes assistance on school subjects up to adult learners and job seekers.

##### **4C. Update on the Lower Level Renovation (staff)**

Ms. Bechtel stated that construction is on schedule with a target completion date of May 31, 2013. A grand opening is targeted for mid-June.

##### **4D. Update on Friends of the Library activities (Jane Smith)**

None.

##### **4E. Update on Kerrville Genealogical Society activities (Elizabeth Baker)**

None.

##### **4F. Next scheduled Library Advisory Board meeting – June 18, 2013**

#### **5. ANNOUNCEMENTS OF COMMUNITY INTEREST:**

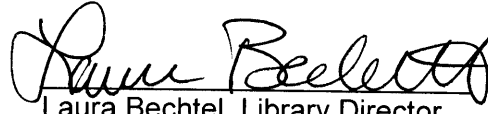
The Library will be closed on Monday, May 27, 2013 in observance of Memorial Day. Ms. Bechtel introduced the new board member, Jane Smith, who is the new representative of the Friends of the Library. Ms. Bechtel thanked Commissioner Moser and Mayor Pratt for their help in setting up and carrying out the tour the County Commissioners took of the Library. Ms. Bechtel announced that Mr. Gross resigned from the Library Advisory Board.

6. ADJOURNMENT

Mr. Jones motioned to adjourn; Ms. Martin seconded. The Library Advisory Board adjourned at 3:45 p.m.

APPROVED:

  
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T. David Jones, Vice-Chairperson

  
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Laura Bechtel, Library Director

  
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Rachael McDonnell, Recording Secretary

June 18, 2013  
Date minutes approved & signed