

LIBRARY ADVISORY BOARD MINUTES  
OF A REGULAR MEETING

KERRVILLE, TEXAS  
January 21, 2014

On Tuesday, January 21, 2014, the Library Advisory Board meeting was called to order by Chairperson Judy Ward at 3:00 p.m. in the Library Meeting Room, 505 Water Street, Kerrville, Texas

MEMBERS PRESENT:

Judy Ward	Chairperson
David Jones	Board Member
Gail Brown	Board Member
Jeanine Kenworthy	Board Member

ABSENT MEMBERS:

Jane Smith	Board Member
Justin MacDonald	City Council Member

STAFF PRESENT:

Laura Bechtel	Library Director
Cate Schulenberg	Recording Secretary

VISITORS PRESENT:

Stan Kubenka

**1. VISITOR/CITIZENS FORUM:**

None.

**2. APPROVAL OF MINUTES:**

2A. Approval of minutes of the Library Advisory Board meeting held on November 19, 2013.

Mr. Jones moved to approve the minutes; Ms. Kenworthy seconded. Motion passed 4-0.

**3. INFORMATION AND DISCUSSION:**

3A. Monthly Update by Library Director (staff)

Ms. Bechtel stated that door counts and the number of checkouts decreased during November and December due to vacations and school holiday closures. Patron counts have increased by approximately 100 each month and 92% are City residents, 7% County residents, and 1% are from outside of Kerr County. The checkouts have trended for the past year to be 61% by City residents, 35% County residents, and 4% from outside of Kerr County. Ms. Bechtel noted the number of eBooks circulated has increased each month and believes is correlates with the introduction of an early return function in October 2013

For Fiscal Year 14, 27,000 items have checked out, 2,800 Reference transactions have occurred, and 24,759 people have entered the Library. Ms. Bechtel noted no significant changes have occurred to patron demographics. Ms. Brown inquired if the demographics could be compared to the previous year to determine how it changed after the fee change. Ms. Bechtel noted that prior to the fee change, the patrons were split almost 50/50 City and County.

Ms. Bechtel provided the Board with a new spreadsheet for the Library's performance measures. Discussion occurred on the spreadsheet and the Board requested adjustments to the sheet.

Ms. Bechtel stated that the Temporary cards are the most popular card purchased by patrons. Ms. Brown inquired on the cost of the Temporary card and Ms. Bechtel stated that the card is \$8 per month. Ms. Ward inquired at the possibility of a 3 month card. Mr. Jones inquired on the cost of the annual cards. Ms. Bechtel stated that the annual computer or book cards are \$35 per year. Ms. Bechtel stated that staff will inform patrons who regularly purchase a temporary card that an annual card may be more cost effective. Ms. Brown noted that \$8 may be more feasible for some individuals and that it may be a good choice for the summer.

Mr. Jones inquired about the decrease in the electronic resource use. Ms. Bechtel noted that Ancestry.com is the most popular resource and is primarily accessed at the History Center. Due to their holiday closure, there was a

decrease in the number of sessions accessed. Mr. Jones noted that the number of Xbox games played was higher in December.

Ms. Bechtel presented to the Board the Library and History Center's financial statement sheet as of December 31, 2013. Ms. Bechtel informed the Board that approximately 25% of the book budget has been expended. Ms. Bechtel noted that the Library did buy a new printer for patron use, which would allow us to provide color printing. Ms. Bechtel noted that the Library acquired a new car from the fleet to replace the car previously assigned to the department. Mr. Jones inquired to the definition of Longevity and Ms. Bechtel stated that it is a one-time payment based on length of service. Ms. Bechtel noted that the maintenance fee for the Library's database has been paid for the year. Ms. Bechtel stated that the History Center is on budget for the year. Ms. Bechtel noted that the mild fall has kept heating costs down. Ms. Bechtel noted that the History Center is on budget for printer cartridges.

Ms. Bechtel stated that the revenue has remained standard. Ms. Bechtel noted that the Friend's annual contribution was reflected in the revenue report. Mr. Jones inquired on Library collections. Ms. Bechtel stated that a lost electronic device has been collected via credit charge. Ms. Bechtel stated that the new collection agency has been signed. Mr. Jones noted that the gazebo has not been rented in Fiscal Year 14. Ms. Bechtel noted that the gazebo could be featured in the newsletter.

4B. Update on Friends of the Library activities (Jane Smith)

Ms. Ward stated that she knew the Friends had not met yet in 2014. Ms. Bechtel stated that the next meeting would be January 30, 2014, when they would set up the book sale schedule.

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

Ms. Bechtel stated that the KGS had met the previous week for a general meeting on the topic of conducting a house history. Ms. Bechtel informed the group on what is occurring with the renovation and that the asbestos abatement had been completed. Ms. Brown asked if the project would be new construction or a remodel. Discussion occurred on what tasks have been identified to be completed at the History Center.

4D. Next scheduled Library Advisory Board meeting – February 18, 2014

4. **ANNOUNCEMENTS OF COMMUNITY INTEREST**

Ms. Bechtel informed the Board that the first craft session was held on Thursday, January 16 and was attended by 16 people. Ms. Bechtel stated that the group was interested in exploring the possibility of a patron led craft session when the Library does not lead the program.

Ms. Bechtel stated that the Library had conducted a survey on what types of programs were of interest to patrons and Craft and Instruction programs were the most demanded.

Mr. Jones stated that he was asked the status of the outside book return and requested an update. Ms. Bechtel stated that the safest location is being determined for the outside book return. Discussion occurred on safety concerns for staff and the public.

Ms. Ward noted that the quilt donated by the Quilt Guild has been rehung in the Library.

Ms. Bechtel stated that the book club is going well, though attendance did drop due to the holidays.

5. **ADJOURNMENT**

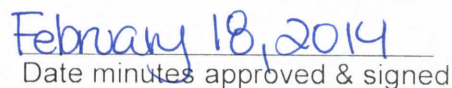
Ms. Kenworthy moved to adjourn; Mr. Jones seconded. The Library Advisory Board adjourned at 3:37 p.m.

APPROVED

  
Judy Ward, Chairperson

  
Laura Bechtel, Library Director

  
Cate Schulenberg, Recording Secretary

  
Date minutes approved & signed