

LIBRARY ADVISORY BOARD MINUTES
OF A REGULAR MEETING

KERRVILLE, TEXAS
FEBRUARY 15, 2011

On Tuesday, February 16, 2011, the Library Advisory Board meeting was called to order by Board Member Moseley at 4:00 p.m. at City Hall Council Chambers, 800 Junction Highway, Kerrville, Texas.

MEMBERS PRESENT:

Judy Carr	Board Member
John Huddleston	Friends of the Library
Janet Moseley	Board Member

EX-OFFICIO MEMBERS PRESENT:

Mike Bowlin	Kerrville Genealogical Society
T. Scott Gross	City Councilmember

ABSENT MEMBERS:

Diana Martin	Board Member
Kay Hayes	Vice-Chairperson
Jonathan Letz	County Commissioner

STAFF PRESENT:

Kim Meisner	Director of General Operations
Dan Schwartz	Library Director
Gretchen Atkinson	Recording Secretary

CALL TO ORDER

1. VISITOR/CITIZENS FORUM:

None

2. APPROVAL OF MINUTES:

2A. Approval of minutes of the Library Advisory Board meeting held on January 18, 2011. Mr. Huddleston moved to accept the minutes of January 18, 2011 as read; motion was seconded by Mrs. Moseley and passed 3-0.

3. LIBRARIAN'S REPORT:

3A. Monthly Performance Measures/Born to Read Report

Mr. Schwartz reported circulation of materials in both Millennium and Galaxy. He stated the library went live in Millennium on January 24th and circulated 3160 items first week. He reported that reference transactions and internet use are down but gate count is up and circulation of materials is staying about the same. He said we did not receive Born to Read statistics in time for this report.

Mr. Schwartz presented patron breakdown by age and location, a statistical report available from Millennium. He stated the library can report age and type of circulation as well as location and type of circulation. He stated the library added 32 library cards today between 9:30am and 3:20pm currently putting the library at just over 10% of the active Galaxy registrations.

Mr. Gross asked if the library could breakdown the 18-64 age range, specifically the teens and young adults. Mr. Schwartz stated we cannot break this age range down further at this time. Mrs. Carr stated most people in the adult age range check out books from upstairs. Dr.

Huddleston stated he thinks a wider breakdown would be beneficial in proving who uses the library. Ms. Meismer asked the Board what breakdowns they recommend. The Board asked if we can customize the age ranges based on birthdate the patrons provide. Mr. Huddleston says Kerrville has reputation of being a retirement community and a breakdown would prove younger people and families are using the library. He stated the statistics may show those groups may only be using the library during certain times such as Summer Reading Program. Mr. Huddleston stated he noticed several boxes of Born to Read items being housed in the basement and suggested asking Peterson Regional Medical Center to house the Born to Read items during the renovation.

- 3B. Update on Integrated Library System implementation
Mr. Schwartz tied this report into the Librarian's report.

4. FRIENDS OF THE LIBRARY:

- 4A. Update on Friends Activities (John Huddleston)
Mr. Huddleston reported the Friends had a quarterly book sale on Sunday, February 13th. He stated the previous 2 book sales down in profit and attendance. He stated they tried to have a Sunday book sale with reduced prices to generate more sales. Dr. Huddleston reported more people showed up for this sale than on a regular 2 day sale. The Friends sold over \$3000 of materials which is very good sale for a one day book sale. Friends President Dan Ehrenreich met with Mr. Schwartz this afternoon to discuss the role of Friends of the Library in library operations.

5. CONSIDERATION AND POSSIBLE ACTION

- 5A. Update on Library Renovation Project – Victoria Wilson, President of the Mary Elizabeth Holdsworth Library Foundation
Ms. Wilson was not present and Mr. Schwartz updated Board on the renovation project. Mr. Schwartz reported he is working with Peter Lewis on layout and furniture needs in the library. The relocation team has decided the History Center is a better place to relocate to than 433 Water Street because it is already wired for city network, internet, and telephones. We will be starting limited services out of the History Center in May. We will be moving all books in the library from the first and second floors down to basement before construction starts in June.

Dr. Huddleston asked where the library is going to put the books in the basement. He reminded Mr. Schwartz of sewage backups in the basement during the last 2 years. Ms. Meismer and Mr. Schwartz said we would use every available space to store books in the meeting room and then the basement. Mr. Huddleston stated he is concerned about putting books on floor because of the sewage back-ups and the walls leak during heavy rain. He also warned Mr. Schwartz of mold in the basement.

Mr. Huddleston asked Mr. Schwartz what the library is going to do about accepting and disposing donated books during the renovation since this is typically handled by the Friends. Ms. Meismer and Mr. Schwartz reported that the contractors would have to provide a different kind of insurance if staff accesses construction site. The construction company may not allow us on property while building is closed for renovation.

Mr. Gross stated we want to make sure we have support and good working relationship with the Friends of the Library. Mr. Gross expressed concern that only library staff is moving the books. He stated he would like to see more community involvement so the community would take more ownership in the library.

Mr. Huddleston stated he hopes library staff can open a dialog with the President of Friends to what type of service and support the Friends can provide the library during the renovation. He reported that the Friends have occasionally been left out of plans for the

library. Mr. Huddleston cited the destruction of 433 Water Street, removal of the Carriage House, plans for leveling the grounds to make it possible to build a Friends building. He stated the Friends found out after the fact and the Friends feel less able to assist the City with their plans. He stated the Library Foundation can help the library reach their goal, but reminded the Board not to forget the Friends, a group that has supported the library for 50 years. The Friends have committed over \$900,000 to the library and the city in the last 10 years. He stated as long as the Friends of the Library remain in the basement, there is only so much progress can occur because there is a finite amount of space. Mr. Huddleston commended Mr. Schwartz for approaching Dan Ehrenreich to involve the Friends. Mr. Schwartz reported he wants to meet with the Friends monthly and make sure there is a good working relationship between the Friends and the library because the library cannot survive alone without its support groups.

6. INFORMATION AND DISCUSSION:

6A. Next scheduled Library Advisory Board meeting – March 15, 2011.

7. ANNOUNCEMENTS OF COMMUNITY INTEREST

7A. Library of Congress traveling exhibition will be here February 18-19, 2011. They will arrive Thursday afternoon. There will be a ribbon cutting at 9:45am on Friday. The exhibit has at least 8 school tours scheduled. The public is free to go in and out while tours are going on; they will only restrict entry when capacity limits are reached. Mr. Bowlin asked if trailer is ADA equipped. Mr. Schwartz stated the exhibit is ADA compliant.

7B. Mary Meyers retired as of January 31, 2011 but is volunteering.

8. ADJOURNMENT

Mrs. Carr moved to adjourn the meeting; the motion was seconded by Mr. Huddleston and passed 3-0. Meeting adjourned at 4:33pm.

APPROVED: _____
Kay Hayes, Vice-Chairperson

Daniel Schwartz, Library Director

Gretchen Atkinson, Recording Secretary

Date minutes approved & signed