

LIBRARY ADVISORY BOARD MINUTES
OF A REGULAR MEETING

KERRVILLE, TEXAS
January 17, 2012

On Tuesday, January 17, 2012, the Library Advisory Board meeting was called to order by Vice-Chairperson Judy Carr at 3:00p.m. in Council Chambers, 800 Junction Highway, Kerrville, Texas.

MEMBERS PRESENT:

Judy Carr	Vice-Chairperson
Diana Martin	Board Member
Ellen Connelly	Board Member
Lorrin Peterson	Board Member

EX-OFFICIO MEMBERS PRESENT:

T. Scott Gross	City Council Member
----------------	---------------------

ABSENT MEMBERS:

Mike Bowlin	Kerrville Genealogical Society
Daniel Ehrenreich	Friends of the Library
Jonathan Letz	County Commissioner
Victoria Wilson	Mary Elizabeth Holdsworth Library Foundation

STAFF PRESENT:

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

VISITORS PRESENT:

Joe & Ferol Rogers	Kerrville Genealogical Society
Melody Knapp	Kerrville Genealogical Society

CALL TO ORDER

1. **VISITOR/CITIZENS FORUM:**

Ms. Meisner introduced two new Board members, Ellen Connelly and Lorrin Peterson.

2. **APPROVAL OF MINUTES:**

2A. Approval of minutes of the Library Advisory Board meeting held on November 15, 2011. Ms. Martin moved that the minutes be approved as read; Mr. Peterson seconded the motion. Motion passed unanimously, 4-0.

3. **LIBRARIAN'S REPORT:**

3A. Monthly Performance Measures

Mr. Schwartz reported statistics for November and December. He reported the number of items currently checked out is slowly dropping due to patrons returning their Basket of Books. He stated the library is approaching 100,000 items checked out on the new ILS system. The one year anniversary of new ILS system will be January 24, 2012. Mr. Schwartz reported 3,700 items checked out in November and 3,400 items checked out in December. He stated our system will break down patron statistics into geographic areas. He reported the library issued 35 new library cards in December and typically staff sees 1,750 – 2,000 people per month at the temporary location. He stated we started a new fiscal year so the numbers appear low, but he anticipates the numbers increasing when we reopen in the Spring. He stated staff is no longer able to pull books from the basement, but the library is still fulfilling holds for items currently in circulation.

Mr. Schwartz reported the library started using time control software for public computer use in July. He reported the public computers are used an average of 40 minutes per hour. Mr. Peterson inquired about how the reports are generated. Mr. Schwartz stated the software generates the reports and staff members put them in the proper format. Ms. Martin asked if we were noticing problems or bottlenecks with the new computer software. Mr. Schwartz reported that is not the case, but

occasionally people do have to wait a short time for a computer. Ms. Connelly asked if a patron who gets their time extended gets counted twice as a computer user. Mr. Schwartz clarified they get counted as one user, but the time extension is reflected in overall computer use. Mr. Schwartz reported we will have campus wide Wi-Fi when we reopen in the Spring.

4. FRIENDS OF THE LIBRARY:

- 4A. Update on Friends Activities (Daniel Ehrenreich)
No update due to Mr. Ehrenreich's absence.

5. CONSIDERATION AND POSSIBLE ACTION:

- 5A. Appointment of Library Advisory Board Chair and Vice-Chair
Ms. Martin nominated Mr. Ehrenreich as Chair; motion seconded by Mr. Peterson. Motion passed unanimously, 4-0. Ms. Martin nominated Judy Carr as Vice-Chair; motion seconded by Mr. Peterson. Motion passed unanimously, 4-0.
- 5B. Newspaper article on Library Services and Activities
Ms. Carr stated the Board is trying to find someone on the Board willing to write an article for the newspaper. The monthly articles would talk about the general happenings of the library, special events, and Board activities. Ms. Meismer suggested the articles start in April after the library reopens. Ms. Martin suggested it be a group effort. The group would decide on the topic and one person who thinks they could address the issue writes the article.

6. INFORMATION AND DISCUSSION:

- 6A. Update on Mary Elizabeth Holdsworth Library Foundation activities
Mr. Schwartz reported Robin Amerine is no longer Executive Director of the Foundation and Victoria Wilson will be taking over operation of the Foundation.
- 6B. Update on Kerrville Genealogical Society activities (Mike Bowlin)
Joe Rogers, outgoing president of Kerrville Genealogical Society(KGS), spoke on behalf of Mike Bowlin. He stated Library has been most helpful to KGS. He reported KGS just had an election; Elizabeth Baker is the new President of KGS and Melody Knapp is the new Vice-President. Mr. Rogers reported their activities will resume soon after the library reopens. Mr. Peterson inquired about KGS's membership. Mr. Rogers reported most of the members are middle-aged to seniors. Ms. Knapp stated KGS just started their membership drive. Last year they had 141 paid members, and they currently have 65 paid members at the beginning of this year's membership drive.
- 6B. Update on Library Renovation Project (Daniel Schwartz)
Mr. Schwartz reported renovations are moving forward. Once the glass is put in and sealed then they will be able to finish the interior work. He reported the meeting room renovation is progressing. He anticipates moving back into the library in March and opening a few weeks later. Target date for reopening is Saturday, March 31, 2012. He stated staff wants to make it an all-day event that can include the kids.

Ms. Meismer proposed setting up a tour for Mr. Peterson and Ms. Connelly. Mr. Gross stated he would also like a tour. He stated he believes headcount at the History Center and the library will increase because the library will be so accessible. Mr. Peterson inquired how the meeting rooms will be booked. Mr. Schwartz reported we are currently working on the policy, but the meeting room will only be available for use during business hours. There will be a conference room that will accommodate 10 people. Ms. Meismer reported the City was going to try to remove the Carriage House but cannot at this time due to asbestos abatement. The Carriage House will be included in Phase II of the renovations.


- 6C. Next scheduled Library Advisory Board meeting – February 21, 2012

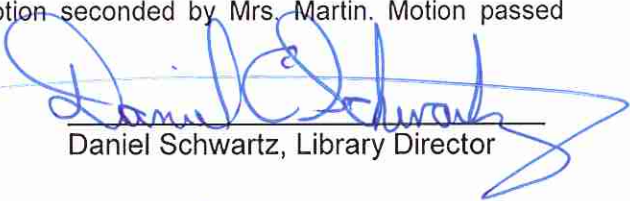
7. ANNOUNCEMENTS OF COMMUNITY INTEREST

None

8. **ADJOURNMENT**

Ms. Connelly motioned to adjourn the meeting; motion seconded by Mrs. Martin. Motion passed unanimously, 4-0. Meeting adjourned at 3:30pm.

APPROVED: 
Dan Ehrenreich, Chair


Daniel Schwartz, Library Director


Gretchen Atkinson, Recording Secretary

2/1/12
Date minutes approved & signed