

LIBRARY ADVISORY BOARD MINUTES
OF A REGULAR MEETING

KERRVILLE, TEXAS
March 19, 2013

On Tuesday, March 19, 2013, the Library Advisory Board meeting was called to order by Chairperson Judy Carr Ward at 3:00 p.m. in the City Hall Upstairs Conference Room, 701 Main Street, Kerrville, Texas.

MEMBERS PRESENT:

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

EX-OFFICIO MEMBERS PRESENT:

Justin MacDonald	City Council Member
Elizabeth Baker	Kerrville Genealogical Society

ABSENT MEMBERS:

T. Scott Gross	Board Member
Halsey Bascom	Board Member

STAFF PRESENT:

Laura Bechtel	Library Director
Kim Meisner	Director, General Operations
Rachael McDonnell	Recording Secretary
Danielle Brigati	Technical Services Librarian

VISITORS PRESENT:

Jack Pratt	Mayor
Tom Moser	County Commissioner
Joe Rogers	
Ferol Rogers	
Mary Overton	

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 and February 19, 2013.

Mr. Jones moved to approve the minutes from the Library Advisory Board meeting held January 15, 2013; seconded by Ms. Martin.

Ms. Martin moved to approve the minutes from the Library Advisory Board meeting held February 19, 2013; seconded by Mr. Jones. No vote was taken.

3. CONSIDERATION AND POSSIBLE ACTION

3A. Appoint two members of the Library Advisory Board to the committee for the renovation at the Kerr Regional History Center (staff).

Ms. Ward and Mr. Jones volunteered to serve on the committee for the renovation at the Kerr Regional History Center. Ms. Martin moved to approve the volunteers; Mr. Jones seconded. Motion passed unanimously, 3-0.

3B. Formally request the City Council to ask the Callioux Foundation for the funding to support Library operations (Scott Gross).

Mr. Jones addressed the possibility of formally asking the City Council to apply to the Callioux Foundation for funding for the Library. Ms. Ward asked Mr. Jones to clarify if the Board should request the City to attain funding for 2014 or for the rest of 2013. Mr. Jones stated that his opinion would be to allow the City Council to make that decision.

Mr. MacDonald mentioned that the City and County have entered into discussion about the possibility of securing funds for the library by other means. Ms. Martin asked if the funding being requested from the County would be strictly to cover membership fees for County residents or to better fund the library as a whole, including maintaining the library's accreditation. Mr. MacDonald stated that the City was hoping for a long term relationship with the County to maintain library funding. Mayor Pratt asked the Library Advisory Board to wait on requesting City Council to request funding from the Callioux Foundation as the City was already in discussion with the County about funding. Ms. Meismer delivered a message from Mr. Parton, City Manager, which stated the funds that were set aside by the Callioux Foundation for the Library were repurposed to other community projects when the County did not apply for the grant.

Mr. Jones withdrew the motion to formally request City Council to ask the Callioux Foundation for Library funding.

4. INFORMATION AND DISCUSSION:

4A. Monthly Performance Measures (staff)

Ms. Bechtel stated that the patron count dropped from 8,164 in January to 4,802 in February. The percentage of patrons that reside in the City is now 90% with 7% of patrons living in Kerr County but outside of City limits. The other 3% of patrons reside outside of Kerr County. There were 8,506 items checked out with 65% of items check out by City patrons, 30% by County patrons, and 5% by patrons residing outside of Kerr County. Ms. Meismer drew attention to the fact that the County residents checked out 30% of all materials while making up only 7% of total members.

Mr. Jones asked Ms. Bechtel about the current numbers in March. Ms. Bechtel stated that approximately 3,500 patrons had come in to the library as of March 18, 2013. Computer use dropped by about 1000 sessions a month. Ms. Martin asked if spring break had affected gate counts and checkouts. Ms. Bechtel responded that spring break seems to have made an impact as the Library has seen a large number of families coming in to get cards for children and to check out materials during the break. The History Center's gate count rose in February to 237. The library currently has 372 eBooks with 72 checked out during February. Circulation for the fiscal year as of the end of February is 48,899 items checked out and 55,182 people through the door.

4B. Monthly Financial Statement (staff)

Ms. Bechtel stated that the library has spent approximately 31% of the budget as of the end of February.

4C. Update on Non-City Memberships (staff)

Ms. Bechtel stated that revenue from library cards in February was \$7,458 with 300 cards being purchased. As of March 18th, there had been 19 cards purchased. Mr. Jones asked if purchased cards had topped out and Ms. Bechtel responded that she did not think it had. Ms. Bechtel noted that the number of cards purchased in February was high because of the number of regular patrons who came in to renew their memberships. Ms. Bechtel stated that some patrons use the Library less frequently and therefore cards will still be purchased in the months to come. Ms. Meismer noted that the number of cards purchased should rise at the beginning of summer.

4D. Non-City Library Funding Resources (staff)

Ms. Bechtel stated that the Library's current internet service provider costs significantly less than the companies who bid through the E-Rate program and therefore the Library would not participate in E-Rate this year.

4E. History of the Kerr Regional History Center (staff)

Prior to its current location, the History Center operated out of a small office on the second floor of the Library. In 1996, HEB donated the building at 425 Water Street to the City of Kerrville for use as a History Center. In 1998, the Peterson Foundation provided a grant to the city of \$350,000 for renovations to the building and property. In 2000 there was an agreement between the Claribel R. Deering Charitable Income Trust, the Estate of Claribel R. Deering, and the City of Kerrville to provide a portion of the income from the Claribel R. Deering Charitable Income Trust for the use and benefit of the History Center.

The History Center opened at 425 Water Street in 2003 after the first phase of the renovation was completed. In 2011 and 2012, the Library operated out of 425 Water Street due to the renovation of the main Library building. The Kerrville Genealogical Society moved back into the History Center when the Library reopened on March 31, 2012.

Discussion occurred regarding the establishment of a memorial room in the History Center during the upcoming renovation of 425 Water Street. Ms. Baker provided to the Board printouts from the Wilson County Historical Society website, detailing the history and inventory of the property left to them in Claribel Deering's will. She stated that Kerr Regional History Center was to have an inventory as well and that it is currently being developed and appraised. Ms. Baker also noted that there were some furniture and other miscellaneous items that should be a part of the inventory of the History Center that are not and that other furniture pieces are broken that are currently stored in the upstairs of the History Center.

Mr. MacDonald asked if anyone from the Trust had been to the History Center recently to which Ms. Meismer replied that to her knowledge no one from the Trust had been there in at least six years.

The original agreement with the Claribel R. Deering Charitable Income Trust was to provide the City with \$1,000 a month to fund the History Center. That amount was raised to \$1,100 a month after a meeting between the Claribel R. Deering Charitable Income Trust and the City in September of 2012. The money from the Claribel R. Deering Charitable Income Trust is placed into the Remschel-Deering History Center Fund. There was discussion about whether or not the money from the Remschel-Deering History Center Fund was comingled with other City funds. Mr. MacDonald clarified that money received from the Claribel R. Deering Charitable Income Trust is placed in the Remschel-Deering History Center Fund and is not comingled with other City funds.

Discussion took place about the relationship between the Kerrville Genealogical Society and the City of Kerrville. Ms. Martin requested that it be put on the May agenda to discuss the creation of an agreement between the City of Kerrville and the Kerrville Genealogical Society outlining the responsibilities of each concerning the Kerr Regional History Center.

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

Ms. Bechtel stated that the Friends of the Library have been moved out of the basement in preparation for Phase 2 of the renovation and their collection is now held within the Library's meeting room. Renovation is to begin on April 1, 2013 and run for 60 days.

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

Ms. Baker stated that Joe Herring was scanning a number of pictures of the Starr Bryden Collection. The next Kerrville Genealogical Society program is a presentation by Mr. Herring on the collection.

4H. Next scheduled Library Advisory Board meeting – April 16, 2013

5. **ANNOUNCEMENTS OF COMMUNITY INTEREST**

Ms. Bechtel introduced the new Technical Services Librarian, Danielle Brigati.

Ms. Bechtel announced that both the Library and the History Center would be closed March 29-31 for Good Friday and Easter.

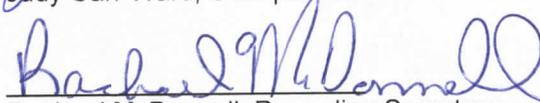
6. **ADJOURNMENT**

Mr. Jones motioned to adjourn; seconded by Ms. Martin. Meeting adjourned at 4:07 pm.

APPROVED:


Judy Carr Ward, Chairperson


Laura Bechtel, Library Director


Rachael McDonnell, Recording Secretary

May 21, 2013
Date minutes approved & signed