

LIBRARY ADVISORY BOARD MINUTES  
OF A REGULAR MEETING

KERRVILLE, TEXAS  
February 18, 2014

On Tuesday, February 18, 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
Jane Smith	Board Member

ABSENT MEMBERS:

Jeanine Kenworthy	Board Member
Justin MacDonald	City Council Member

STAFF PRESENT:

Laura Bechtel	Library Director
Kim Meisner	Director of General Operations
Cate Schulenberg	Recording Secretary

VISITORS PRESENT:

Melody Knapp

**1. VISITOR/CITIZENS FORUM:**

None.

**2. APPROVAL OF MINUTES:**

2A. Approval of minutes of the Library Advisory Board meeting held on January 21, 2014.

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

**3. INFORMATION AND DISCUSSION:**

3A. Monthly Update by Library Director (staff)

Ms. Bechtel noted that it has been one year since the new fee schedule was implemented. The number of patrons continues to increase, with almost 7,000 patrons. The distribution of patrons is 92% City of Kerrville residents, 7% Kerr County residents, and 1% non-Kerr residents.

For Fiscal Year 14, 35,000 items have checked out, 4,000 Reference transactions have occurred, and almost 33,000 people have entered the Library. Ms. Bechtel noted that there was an increase in Materials Only cards purchased and the number of Temporary cards purchased is level. Mr. Jones inquired if there was a point-of-sale sign for the different card levels. The sign and how staff presents the different options available to patrons was discussed. Mr. Jones inquired about the homeschool families that utilize the Library. Discussion occurred regarding the utilization of the Library by homeschool families.

Ms. Bechtel noted that the Library's spending is on target for the year. Ms. Bechtel noted that the Library purchased additional Microsoft licenses for the circulating laptops and that Microsoft included additional uses of the original licenses at no charge. Ms. Bechtel stated that expenditures for books are on target. Ms. Bechtel stated that staff will be registered for the Texas Library Association's annual conference in April in San Antonio. The History Center budget is on target for the year.

Ms. Bechtel presented the revenue report. Discussion occurred regarding collections by the new collection agency. Cost of materials and associated processing fees were discussed. Ms. Bechtel will include a collections report in March during the monthly update.

Mr. Jones requested that the revenue report be reorganized to separate pure revenue from donations.

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

Ms. Smith stated that the next Friends of the Library book sale is scheduled for March 14-16, 2014. March 14<sup>th</sup> will be for Friends members only. March 15<sup>th</sup> and 16<sup>th</sup> will be for the general public. Ms. Smith stated there has been much discussion on the schedule and frequency of the book sales. Ms. Smith stated that the Friends are recruiting more volunteers to work in the book store.

4C. Next scheduled Library Advisory Board meeting – March 18, 2014

4. **ANNOUNCEMENTS OF COMMUNITY INTEREST**

Ms. Bechtel announced that AARP Tax Assistance continues through April 15 at 855 Hays Street. Preparers are there Monday through Thursday from 10:00 a.m.-12:45 p.m. and Friday 9:30 a.m.-12:15 p.m.

The Library is running a *Blind Date with a Book* program. The Library is hosting a craft program Thursday, February 20, which will be led by Becky McClintock in how to decorate a frame.

Ms. Smith noted the Library's Book Discussion group, which is held on the 2<sup>nd</sup> Wednesday of the month. The February meeting was at capacity.

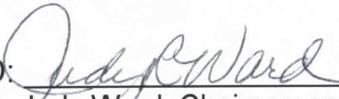
Ms. Meisner noted the letter to the editor in the Kerville Daily Times regarding the Library and Library Advisory Board. Mr. Jones stated that he felt the Library was well represented in the original article. Discussion occurred regarding the statements made in the letter. The Library's hours had not changed due to the loss of funding by the County. The position of the drive-up book drop, which will be part of the History Center renovation, was discussed.

Discussion occurred on the use of a sandwich-board sign for Friends of the Library book sales and the City sign ordinance. Ms. Meisner noted that modifications to the existing sign are being explored.

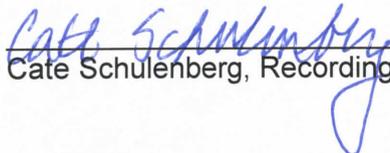
5. **ADJOURNMENT**

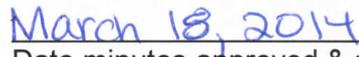
Mr. Jones moved to adjourn; Ms. Brown seconded. The Library Advisory Board adjourned at 3:44 p.m.

APPROVED:

  
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Judy Ward, Chairperson

  
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Laura Bechtel, Library Director

  
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Cate Schulenberg, Recording Secretary

  
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Date minutes approved & signed