

LIBRARY ADVISORY BOARD MINUTES  
OF A REGULAR MEETING

KERRVILLE, TEXAS  
MARCH 15, 2011

On Tuesday, March 15, 2011, the Library Advisory Board meeting was called to order by Vice-Chairperson Hayes at 4:00 p.m. at City Hall Council Chambers, 800 Junction Highway, Kerrville, Texas.

MEMBERS PRESENT:

Judy Carr	Board Member
Kay Hayes	Vice-Chairperson
John Huddleston	Friends of the Library
Diana Martin	Board Member
Janet Moseley	Board Member

EX-OFFICIO MEMBERS PRESENT:

Mike Bowlin	Kerrville Genealogical Society
T. Scott Gross	City Councilmember

ABSENT MEMBERS:

Jonathan Letz	County Commissioner
Kim Meisner	Director of General Operations

STAFF PRESENT:

Dan Schwartz	Library Director
Gretchen Atkinson	Recording Secretary
Kristine Ondrias	Assistant City Manager

VISITORS PRESENT:

John David Lipscomb

CALL TO ORDER

1. VISITOR/CITIZENS FORUM:

- 1A. Mr. Bowlin handed out informational packet on Kerrville, Kerr County, Camp Verde Road and the history of water in the Hill Country during the last 100 years. He stated all information contained in the packet is available at the History Center.

2. APPROVAL OF MINUTES:

- 2A. Approval of minutes of the Library Advisory Board meeting held on February 15, 2011. Mr. Huddleston moved to accept the minutes of February 15, 2011 as read; motion was seconded by Mrs. Carr and passed 5-0.

3. LIBRARIAN'S REPORT:

- 3A. Monthly Performance Measures/Born to Read Report  
Mr. Schwartz reported gate count is down in February 2011 compared to February 2010 but overall gate count for year-to-date is up. He reported circulation of materials is up. He stated the library will be able to track computer use better with time control software that should be installed in the near future. The Born to Read program distributed 19 bags in February 2011. He reported the library added 600 library card users between February 15th and March 15th. County usage has gone up, as well as usage from neighboring counties. Mr. Schwartz reported there were 2400 active users in February 2011 with a gate count 12,000 which indicates people are using the library multiple times per month. Mr. Schwartz

reminded the Board that usage statistical reports are flexible and are based on the time the report run.

3B. Update on Integrated Library System implementation

Mr. Schwartz reported the integrated library system is up and running and the implementation team is getting last modules worked out. Mr. Schwartz reported he will work with Travis Cochrane from IT on timetable next week for implementing the online databases. The online database usage will go up once it is tied into Millennium. Mr. Schwartz stated the library is starting to phase out working with Innovative implementation team and moving toward working with Innovative's Help Desk.

4. **FRIENDS OF THE LIBRARY:**

4A. Update on Friends Activities (John Huddleston)

Mr. Huddleston reported city staff met with the President, Vice-President and Mr. Huddleston regarding the Friends role in the renovation. He stated the Friends will have two book sales, March 20<sup>th</sup> and April 10<sup>th</sup>, to move as many books as possible before the renovation. Mr. Huddleston asked Mr. Schwartz to be very specific on what needs to be moved in the basement and where the items need to be moved to. He asked for a schematic in case a Friends special meeting needs to be called to address renovation preparation. Councilman Gross asked if Mr. Schwartz has a list of items that need to be moved. Councilman Gross stated he believes this would be helpful. Councilman Gross does not want the public to see lots of books being destroyed or thrown away. Councilman Gross stated he would like to see the public involved in the move.

Kristine Ondrias introduced herself as the project manager for Library Renovation project. She clarified that we want to use city staff to reduce liability and save costs. She stated what Mr. Schwartz tags to have access to during the renovation is key. There will be no public access, only staff access, during the renovation. If the Friends want access to something, she suggested they remove it from the property. Discussion about the Friends bookshelves versus library book shelves ensued. Ms. Ondrias stated the fire protection plan will determine where the books will be housed in the basement. Mrs. Hayes redirected the discussion toward having the public assist in the move. Ms. Ondrias clarified it is not that we do not want public assistance, it's a matter of liability and waiver forms, etc. Ms. Martin asked about the periodicals. Mr. Schwartz stated some of the periodicals are available through the databases so we may only have the most recent copy available at the History Center. Councilman Gross asked that we be proactive and contact the papers about the weeding process. Mrs. Carr stated she is a volunteer at the library and they have had to destroy some of the weeded materials due to mold.

5. **CONSIDERATION AND POSSIBLE ACTION**

None.

6. **INFORMATION AND DISCUSSION:**

6A. Update on Mary Elizabeth Holdsworth Library Foundation activities (Victoria Wilson)

Mrs. Wilson stated 7 people applied for Executive Director and the interview team chose Robin Amerine as the new Executive Director. Mrs. Wilson briefed the Board on Ms. Amerine's educational background and qualifications, particularly highlighting her work with Peterson Regional Medical Center and the Kroc Center and her local ties and work. Mrs. Wilson introduced Ms. Amerine to the Board. Ms. Amerine stated the Foundation is working on finding a new home for the office. She reported they have had issues with website but they appear to be resolved. She said they are working on enhancing technology, particularly computer equipment, for the Foundation. She reported they are discussing how we move forward with Deni Partners to start the capital campaign. She reported the Foundation is this

year's Hill Country Charity Ball recipient. She stated the invitations have been sent out and she feels it is important that those associated with the library be present at the ball. Please contact the Foundation for more information about the Charity Ball. She stated the Kerrville H-E-B is about to kick off a tear off campaign to benefit the Library Foundation which will go toward Phase I renovations. Tear off campaign donations will be available in increments of \$1, \$3, and \$5.

6B. Update on Library Renovation Project (Daniel Schwartz)

Mr. Schwartz handed out a renovation project timetable and stressed timetable may change as more information comes available. He reported the roof contract in process for advertising and bids with construction to start at the end of April. Library renovation bids will begin at the end of May with construction starting July 1<sup>st</sup>. He reported the library will shut down in mid-May to move items to basement then daily library operations will operate out of the History Center. Mr. Schwartz stated there will be a small browsing collection available when the library moves to the History Center. He reported the Peterson Foundation gave the library a grant of \$150,000. The Friends of the Library will be having book sales March 20th and April 10th.

Mr. Schwartz handed out the latest renovation drawings complete with layouts, keeping in mind the furniture is a placeholder and may move. He stated they did not want to cover star in the center of the floor. The center of the library will be for computers and seating space. Mr. Schwartz noted the public computers are most frequently used resources in the library. The stacks will be around the edge of the library. Circulation will be to the right of the entrance and the Reference Desk will be to the left of the entrance. Ms. Amerine asked if we have a donor who may ask for a specific location for something based on their donation. Ms. Ondrias stated the original conceptual plan did not have any staff input, but the new plan has gone through H-E-B, Mr. Butt, and library staff. Ms. Ondrias stated the original plans used input from focus groups in 2007 and 2008. She stated we want to design a library that is viable in the future, moving toward more electronic resources and less stack space.

Ms. Hayes noted the Reference Desk was moved from the center of the library. Ms. Wilson stated the star is not sacred and people gravitate to the center and the Reference Desk to find information. Ms. Carr stated most people stop and ask Circulation before they make it to the Reference Desk.

6C. AALS Spring Membership meeting update (David Lipscomb and Daniel Schwartz)

Mr. Lipscomb reported he toured Canyon Lake's new library. He stated it is very informative to see what other libraries decide what is important in a library. He provided the building specifics for inside and outside the library. He stated they had several two-person tables and special armchairs with easy access electrical sockets. The Canyon Lake Library abandoned large use tables. The Canyon Lake library serves 23,000, has a large community room which can be partitioned from the library and a public art display area. The library is supported by ½ cent sales tax. There are coffee pots in the meeting rooms and their Friends organization sold coffee kits with cups, stirrers, etc. He stated they did an excellent job with sponsorships. They had named stones in walkways, a mural with plaques to recognize donors, and sold naming options for stacks and offices. Councilman Gross suggested we ask the Arts & Cultural Center for some help in finding some specialty pieces for the library.

Mr. Schwartz reviewed the Fiscal Year 2012 state library budget, particularly House Bill 1. The Loan Star grant money comes out of general revenue line, down from \$8 million to \$119,000. Federal funds have certain requirements and funds area libraries systems,

Houston Area Library System, etc. Funds for Summer Reading Program come out the state funds and the Summer Reading Program may no longer be funded due to budget cuts. Mr. Schwartz reported the state pays a portion of the TexShare databases (\$4.1 million for 2012), but the state is anticipating local libraries to pay for TexShare databases. If this House Bill is passed, the State Library would only be responsible for the talking book program and retention and archiving of documents. The State Library would not be supporting public and academic libraries. Mr. Schwartz passed out a budget sheet for represented areas. The TexShare databases would cost us \$280,000 annually. House Bill 1 could cut the state library budget by 99%.

Mr. Lipscomb stated if the AALS organization continues, please consider being a lay rep for AALS. Ms. Wilson asked if the renovation plans include self-checkout. She stated the Foundation may be able to raise funds for that with naming opportunities. Mrs. Wilson stated self-checkout stations would free up staff.

6D. Next scheduled Library Advisory Board meeting – April 19, 2011.

**7. ANNOUNCEMENTS OF COMMUNITY INTEREST**

7A. Mr. Schwartz reported the traveling Library of Congress exhibit was attended by 968 people on Friday, with their current average of 360 people on Fridays prior to coming to Kerrville. They had eight school tours. On Saturday there was a continuous line and they had 1003 people through the door. Mr. Schwartz reported the Library of Congress coordinator expressed appreciation for publicity and press for the exhibit.

7B. Mrs. Martin asked if the City of Kerrville and Kerr County signed the interlocal agreement for the Library for next year. Councilman Gross reported the interlocal agreement had not been signed yet but it is going in a good direction.

**8. ADJOURNMENT**

Mrs. Carr moved to adjourn the meeting; the motion was seconded by Mrs. Moseley and passed 5-0. Meeting adjourned at 5:10pm.

APPROVED: Janet Moseley Daniel Schwartz  
Janet Moseley, Board Member Daniel Schwartz, Library Director

Gretchen Atkinson 4/19/11  
Gretchen Atkinson, Recording Secretary Date minutes approved & signed