

LIBRARY ADVISORY BOARD MINUTES
OF A REGULAR MEETING

KERRVILLE, TEXAS
June 21, 2011

On Tuesday, June 21, 2011, the Library Advisory Board meeting was called to order by Board Member Mrs. Moseley at 4:00 p.m. at City Hall Council Chambers, 800 Junction Highway, Kerrville, Texas.

MEMBERS PRESENT:

Judy Carr	Board Member
Diana Martin	Board Member
Janet Moseley	Board Member

EX-OFFICIO MEMBERS PRESENT:

T. Scott Gross	City Councilmember
----------------	--------------------

ABSENT MEMBERS:

Kay Hayes	Vice-Chairperson
Jonathan Letz	County Commissioner
Dan Ehrenreich	Friends of the Library
Mike Bowlin	Kerrville Genealogical Society
Robin Amerine	Mary Elizabeth Holdsworth Library Foundation

STAFF PRESENT:

Kim Meisner	Director of General Operations
Dan Schwartz	Library Director
Rachael McDonnell	Recording Secretary

VISITORS PRESENT:

CALL TO ORDER

1. VISITOR/CITIZENS FORUM:

None

2. APPROVAL OF MINUTES:

- 2A. Approval of minutes of the Library Advisory Board meeting held on April 19, 2011.
Ms. Martin moved to approve the minutes of the May 17th meeting; motion was seconded by Ms. Carr and passed 3-0.

3. LIBRARIAN'S REPORT:

- 3A. Monthly Performance Measures (Daniel Schwartz)
Mr. Schwartz reported on attached forms showing current statistics for the library.
- 3B. Transition to temporary space - History Center (Daniel Schwartz)
Mr. Schwartz reported that everything was still on track for the move into the Library's temporary space. The Library staff has been addressing the arrangement of the space and is still finalizing the set-up of seating, shelves and supplies. They will be ready to open July 5th at 10am. Mr. Gross asked about the removal of 433 Water Street and Mr. Schwartz reported that, at this time, it was set to be moved Thursday, June 23rd.

4. FRIENDS OF THE LIBRARY:

- 4A. Update on Friends Activities (Dan Ehrenreich)
Mr. Ehrenreich was unable to attend the scheduled meeting.

5. CONSIDERATION AND POSSIBLE ACTION:

- 5A. Consideration of the BHML FY12 budget (Kim Meisner)
Ms. Meisner reported that a County/City agreement has been established for the next three years with the County contributing \$200,000 during that time period with gap of 1 year where we will still be providing services to our County patrons possibly without County funds. By 2016 we will have to consider charging a County fee for patrons outside the City limits. Mr. Schwartz is working on a fee schedule concerning this issue for the City Council to review in the next 3 years.
The budget total for the coming year stands at \$685,000. Discussion followed pertaining to specific items and cost saving measures. Please refer to the attached budget pages for figures pertaining to individual item costs.
Ms. Martin motioned and Ms. Carr seconded to approve and present proposed FY12 budget at next available City Council meeting. The motioned passed 3-0
- 5B. Discuss changes to Library Advisory Board By-Laws (Kim Meisner)
A recommendation presented by Ms. Meisner was to make changes to 6634-A of the By-Laws which discusses the appointment of members to the board. It states that two members are appointed by the City Council, two are appointed by the Commissioner's Court and one is appointed by the Friends of the Library. After much discussion, Ms. Meisner suggested four of the members be appointed by the City Council and one continues to be appointed by the Friends of the Library. More discussion followed concerning the issue with an emphasis on keeping the Board Members a mix of both City and County. Ms. Carr made the motion that the City Council handle the responsibility for appointing up to four members, as needed, from applications pooled from Kerr County and for the By-Laws to be amended to show this change; the motion was seconded by Ms. Martin and passed 3-0 for presentation to the City Council.
- 5C. Discuss change of meeting time (Kim Meisner)
Ms. Meisner brought up the concern of time constraints during the scheduled meetings allowing for discussion and proposed a possible time change for the meetings. Discussion followed and Ms. Martin moved that the time be changed to 3pm and it was seconded by Ms. Carr. The motion passed 3-0 and the time change will go into effect for the next scheduled meeting on July 19th.
- 5D. Election of Officers (Diana Martin)
This will be tabled until motion for appointment of members by City Council is approved and interested persons can be found for appointment to make a full Library Board. Applicants will apply through the City Secretary's office. The goal is to be able to complete this process by August or September. It will be presented to the City Council in July.
- 5E. Periodical Review-Library (Daniel Schwartz)
Mr. Schwartz reported on attached pages referring to the library's current periodical list and the proposed list for 2012. The goal is to trim the funds allocated for the periodicals down from \$8000 dollars to \$6500 dollars while still providing the patrons access to a needed information source. Towards this goal, Mr. Schwartz is requesting to be allowed to go out for bids to locate the company that can provide the best prices/services. A motion for the proposed periodical list and bid procedure was put forth by Ms. Martin and seconded by Ms. Carr. The motion passed 3-0.

6. INFORMATION AND DISCUSSION

6A. Update on Mary Holdsworth Library Foundation activities (Dan Schwartz)

Robin Amerine was unable to attend the meeting. Mr. Schwartz reported on attached email from Ms. Amerine. The latest donation of \$500,000 from Mr. Butt to the library renovation project brought the total donations from the Butt family and HEB contributions to \$1,450,000. These funds were turned over to the City on June 3rd to start Phase 1 of the renovations.

The Foundation is applying to be a recipient of the 2012 Polar Bear Plunge and has applied for a grant from the Kiwanis of Kerrville. If donations are received these monies will be used for the purchase of computers/e-technology. The foundation was presented with the proceeds of the 2011 Silver Anniversary Charity Ball. The \$55,000 raised will be used towards the building of the playground at the Butt-Holdsworth Library.

The Foundation is also working on bring the WW1 Exhibit the "Winds and Words of War to Kerrville. The exhibit will be in Kerrville from August 4 – September 4, 2011. They are planning this exhibit with support from the San Antonio Public Library Foundation. The Foundation is also looking to encourage local residents to provide family memorabilia from WW1 or the exhibits. Opening and lecture events are being planned.

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

The roof project started right after Memorial Day and is going smoothly. Bids are open and we do have a low bid that is being reviewed. It will be presented at the next City Council meeting-July 28, 2011. Ms. Meismer stated the low bid was 1.423 million which was under budget for the library project.

6C. Discuss Library Furniture (Diana Martin)

Ms. Martin has requested that this item stay on the agenda for the near future so that discussions can continue during the library renovation. Discussion followed with emphasis on the focus of finding/using local sources and keeping the look consistent through-out the library. It was also requested to have a chance to view furniture items as they are chosen for the library. This will mostly happen as a low bid is chosen and presentations are given on items.

6D. Update on Inter-local agreement with Kerr County (Kim Meismer)

As it stands, the County will be donating \$200,000 to the Library budget if the Cailloux Foundation Board approves to donate the funds to the County for use by the library.

6E. Library Ground Breaking Ceremony (Dan Schwartz)

The ground breaking ceremony will take place July 14th. The time for the event is still being discussed. Invitations will be going out this week, which will include the Library Advisory Board.

6F. Next scheduled Library Advisory Board meeting – July 19, 2011

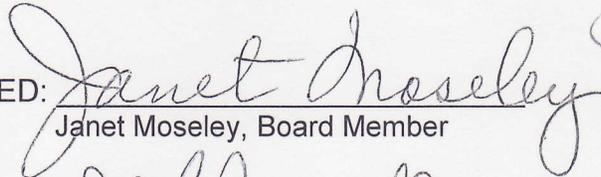
7. ANNOUNCEMENTS OF COMMUNITY INTEREST

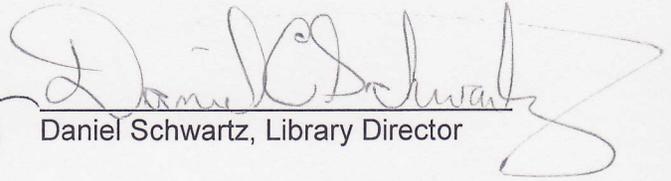
None

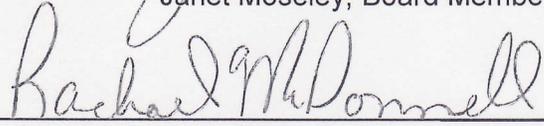
8. ADJOURNMENT

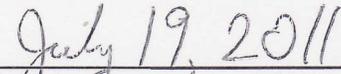
Ms. Carr moved to adjourn the meeting; the motion was seconded by Ms. Martin. The motion passed 3-0. Meeting adjourned at 4:52pm.

APPROVED:


Janet Moseley, Board Member


Daniel Schwartz, Library Director


Rachael McDonnell, Recording Secretary


Date minutes approved & signed