

LIBRARY ADVISORY BOARD MINUTES
OF A REGULAR MEETING

KERRVILLE, TEXAS
August 16, 2011

On Tuesday, August 16, 2011, the Library Advisory Board meeting was called to order by Board Member Ms. Martin at 3:00 p.m. at City Hall Council Chambers, 800 Junction Highway, Kerrville, Texas.

MEMBERS PRESENT:

Judy Carr	Board Member
Diana Martin	Board Member
Dan Ehrenreich	Friends of the Library/Board Member

EX-OFFICIO MEMBERS PRESENT:

Mike Bowlin	Kerrville Genealogical Society
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ABSENT MEMBERS:

Kay Hayes	Vice-Chairperson
Janet Moseley	Board Member
Jonathan Letz	County Commissioner
T. Scott Gross	City Councilmember
Robin Amerine	Mary Elizabeth Holdsworth Library Foundation

STAFF PRESENT:

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

VISITORS PRESENT:

None

CALL TO ORDER

1. VISITOR/CITIZENS FORUM:

None

2. APPROVAL OF MINUTES:

- 2A. Approval of minutes of the Library Advisory Board meeting held on July 19, 2011. Ms. Carr moved to approve the minutes of the July 19th meeting; seconded by Mr. Ehrenreich. Minutes approved as read.

3. LIBRARIAN'S REPORT:

- 3A. Monthly Performance Measures (Daniel Schwartz)
Mr. Schwartz reported on attached forms showing current statistics for the library. Temporary space is staying busy. For the month of July patrons checked out 4727 items collectively.
Concerning reserves/holds - 727 items have been requested over the month of July. With 423 of those requests coming from patrons in the City of Kerrville, 292 requests coming from Kerr County patrons, and 12 from surrounding Counties.
Public computer timing software is in place. Computer usage averages show computers being used 35 minutes out of every hour the library is open with 5 computers available. Some discussion followed concerning the public computers.

4. FRIENDS OF THE LIBRARY:

4A. Update on Friends Activities (Dan Ehrenreich)

Main objective for the summer has been the negotiations with the City for the leasing of the basement area for Friend's usage once the renovations are complete at the library.

5. CONSIDERATION AND POSSIBLE ACTION:

5A. Statistics for lost/missing items-Fines and Fees (Dan Schwartz)

This was information requested during the last meeting. Discussion followed concerning lost items under the old library system Galaxy and the new system Millennium. It breaks down to 815 items lost at a cost of \$15,698.44 and 266 items missing at a cost of \$5,349.82.

Mr. Schwartz brought up the importance of continuing to investigate the need for better item security/security gates and getting an accurate report on the Library's inventory.

5B. Review and consideration of BHML Furniture RFP (Dan Schwartz)

Mr. Schwartz reported on the draft proposal for bids concerning new furniture for the library. The proposal specifies needs and goals for the renovated library space. Discussion followed concerning some of the points listed on the proposal. One major concern expressed and discussed was the importance of making sure there was a flow to the overall theme of the library.

Mr. Ehrenreich made motion to accept proposal with additions to advertise bids; seconded by Ms. Carr. Motion passed 3-0.

6. INFORMATION AND DISCUSSION

6A. Update on Mary Holdsworth Library Foundation activities (Robin Amerine)

Ms. Amerine was not present at meeting.

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

The library has been fenced in. Also, the crosswalk has been moved closer to the temporary space. The temporary library space will be closed October 3rd thru the 15th. Power will be off to the building due to power line work needing to be completed for the renovation. The playground equipment may be in as early as November.

6C. Update on Changes to Library Advisory Board By-Laws (Kim Meisner)

Second reading was completed at the last City Council meeting. Changes were approved by the Council and a new board member will be in place by the Library Advisory Board's September meeting.

6D. Next scheduled Library Advisory Board meeting – September 20, 2011

7. ANNOUNCEMENTS OF COMMUNITY INTEREST

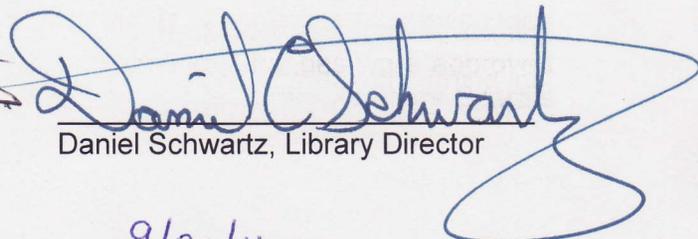
None

8. ADJOURNMENT

Meeting adjourned at 3:37pm.

APPROVED:


Diana Martin, Board Member


Daniel Schwartz, Library Director


Rachael McDonnell, Recording Secretary

9/20/11
Date minutes approved & signed