

LIBRARY ADVISORY BOARD MINUTES
OF A REGULAR MEETING

KERRVILLE, TEXAS
September 20, 2011

On Tuesday, September 20, 2011, the Library Advisory Board meeting was called to order by Board Member Janet Moseley at 3p.m. at City Hall Meeting Room 1, 800 Junction Highway, Kerrville, Texas.

MEMBERS PRESENT:

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

EX-OFFICIO MEMBERS PRESENT:

Mike Bowlin	Kerrville Genealogical Society
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ABSENT MEMBERS:

Jonathan Letz	County Commissioner
T. Scott Gross	City Councilmember

STAFF PRESENT:

Kim Meisner	Director of General Operations
Dan Schwartz	Library Director
Gretchen Atkinson	Recording Secretary

VISITORS PRESENT:

Robin Amerine	Mary Elizabeth Holdsworth Library Foundation
Joe Rogers	Kerrville Genealogical Society
Marilyn Talbot	Kerrville Genealogical Society

CALL TO ORDER

1. VISITOR/CITIZENS FORUM:

Mr. Bowlin introduced Kerrville Genealogical Society Board member Marilyn Talbot to the board.

5. CONSIDERATION AND POSSIBLE ACTION:

5A. Appointment of a Library Advisory Board Chair and Vice-Chair

Ms. Moseley called for nominations for the Library Advisory Board Chair. Ms. Martin made a motion to elect Janet Moseley as Chair of the Library Advisory Board. Ms. Carr seconded the motion. Motion passed unanimously 4-0.

Ms. Moseley called for nominations for Vice-Chair of the Library Advisory Board. Ms. Martin made a motion to elect Judy Carr for Vice-Chair. Ms. Moseley seconded the motion. Motion passed unanimously 4-0.

Ms. Meisner stated the next Library Advisory Board election will be held in January 2012.

2. APPROVAL OF MINUTES:

2A. Approval of minutes of the Library Advisory Board meeting held on August 16, 2011.

Ms. Carr moved to approve the minutes of the August 16th meeting; seconded by Ms. Martin. Motion passed unanimously 4-0; minutes approved as read.

3. LIBRARIAN'S REPORT:

3A. Monthly Performance Measures (Daniel Schwartz)

Mr. Schwartz referred to six charts included in the Board members' packets. He reported computer usage is up Tuesday through Thursday and is down on Friday and Saturday. He reported the public computers are being used 41 minutes of every hour the Library is open. Mr. Schwartz stated the time control software has been very helpful in managing the public computers.

Mr. Schwartz reported 13,000 items were checked out in August. These figures include Basket of Books numbers. He reported 4,400 items were checked out at the History Center in August. The number of library cards has increased to 3,600 cardholders. He stated year-to-date statistics are down from last year due to the renovation closures, but the averages for the time we have been open are consistent with last fiscal year's numbers. Mr. Schwartz reported we pulled 798 items from the basement in August to fulfill patrons' reserve requests.

4. FRIENDS OF THE LIBRARY:

4A. Update on Friends Activities (Dan Ehrenreich)

No update as Mr. Ehrenreich was not present.

5. CONSIDERATION AND POSSIBLE ACTION:

5A. Appointment of a Library Advisory Board Chair and Vice-Chair

Item was discussed earlier in the meeting.

6. INFORMATION AND DISCUSSION

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

Ms. Amerine reported the Foundation Board reconvened last week after a summer hiatus. She reported they are starting budget workshops for the upcoming fiscal year and are looking at fundraising activities for next year. She stated the Foundation is exploring Board enhancement, making sure the makeup of the board reflect the people we serve.

Ms. Amerine reported she submitted four grant requests, three for fundraising initiatives and one for another grant. The Foundation was turned down for the Polar Bear Challenge and the Kiwanis grant, and they are now focusing on a library technology grant.

She reported the World War I poster exhibit closed and was well received by the community. She stated it was not a fundraising event but was used to highlight what types of information can be found at the library, not just books.

Ms. Moseley stated that a friend pointed out we need more publicity about the library, specifically what it can do and what it can become. Ms. Amerine stated publicity would be a city initiative and that MEHLF can help support that mission with the City's approval. Ms. Meismer stated the city will advertise when the library re-opens. Members discussed how to disseminate information when they are ready. Ms. Amerine stressed the best time to showcase the library and what it can and will be, will be in January when it re-opens. Ms. Amerine suggested encouraging the newspapers to do more articles on the library. Mr. Ellenwood stated everyone gets information from their preferred source and we should try to disseminate our information through multiple sources to get our information out to the widest audience. Ms. Amerine stated a past survey found our community prefers to get their information from newspapers. She suggested approaching the local newspapers to be a guest columnist promoting library issues. Ms. Meismer inquired if one of the Board members would be interested in approaching the newspapers. Mr. Ellenwood asked how often the articles had been done in the past and stated he would take on writing an article.

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

Mr. Schwartz reported trenching is currently being done where electric, fiber, and telephone cables are going to go in preparation for paving the new parking lot. Inside the library,

contractors are working on the lighting and wiring. Ms. Moseley shared pictures of her tour of the site with the Board members. Mr. Schwartz reported the new playground is arriving on September 21st and will go in the lower parking lot near the gazebo and will look out on Tranquility Island. He also reported the furniture bids will be opened on September 22nd after 3:00pm. He stated the recommendation for furniture will be brought to the Board prior to bringing to City Council for approval on October 25, 2011. The floor plan for the Library was discussed. Ms. Amerine and Mr. Schwartz stated City staff, particularly Malcolm Matthews, Parks, Streets, and Public Works have done wonders in stretching the project budget by doing a lot of the installation and preparation work and deserve a word of thanks. Mr. Ellenwood asked how the Board can express their thanks to City staff for their work on the renovation project. Ms. Amerine suggested writing a letter to the editor.

6C. Next scheduled Library Advisory Board meeting – October 20, 2011

7. ANNOUNCEMENTS OF COMMUNITY INTEREST

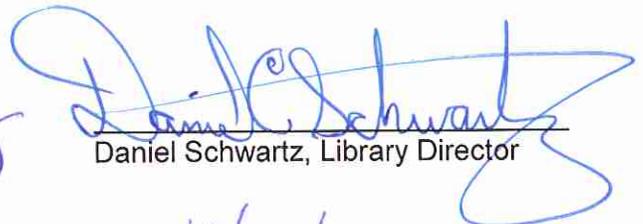
- 7A. Mr. Schwartz reported the Library started a newsletter. He stated the format is still being ironed out. The library will print a limited number and will post it on the website.
- 7B. Mr. Schwartz reported he attended the last meeting of the Alamo Area Library System (AALS) last week. He reported their funding has been cut and AALS will shut down as of August 31, 2012. Two library systems operating as non-profit organizations received funding from the state. He reported they will share their structure with others wishing to develop non-profit library systems. Mr. Schwartz reported AALS was comprised of more than 40 libraries and covered the area from Del Rio to Uvalde towards Corpus Christi.
- 7C. Ms. Carr inquired how Game Night has been working out. Mr. Schwartz reported we had one on a Thursday night and are planning on having another on a Saturday afternoon in November.
- 7D. Mr. Schwartz reported that the Library will be closed October 3 – 17, 2011. He stated library personnel will be reassigned to other departments during the closure.
- 7E. Ms. Meismer asked Mr. Ellenwood to introduce himself. He stated is excited about joining the Board and this is his first opportunity to serve his community. He reported he currently serves on the Alamo Area Council of Governments Alamo Regional Transit subcommittee and has served on his church's Board.

8. ADJOURNMENT

Ms. Carr motioned to adjourn the meeting; motion seconded by Ms. Martin. Motion passed unanimously 4-0 and meeting adjourned at 3:55pm.

APPROVED:


Janet Moseley, Chair


Daniel Schwartz, Library Director


Gretchen Atkinson, Recording Secretary

10/20/11
Date minutes approved & signed