

LIBRARY ADVISORY BOARD MINUTES  
OF A REGULAR MEETING

KERRVILLE, TEXAS  
October 18, 2011

On Tuesday, October 18, 2011, the Library Advisory Board meeting was called to order by Chairperson Janet Moseley at 3:07p.m. in Council Chambers, 800 Junction Highway, Kerrville, Texas.

MEMBERS PRESENT:

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

EX-OFFICIO MEMBERS PRESENT:

Mike Bowlin	Kerrville Genealogical Society
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ABSENT MEMBERS:

Daniel Ehrenreich	Friends of the Library
Diana Martin	Board Member
Jonathan Letz	County Commissioner
T. Scott Gross	City Councilmember

STAFF PRESENT:

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

VISITORS PRESENT:

Joe Rogers	Kerrville Genealogical Society
Halsey Bascom	Friends of the Library

CALL TO ORDER

1. VISITOR/CITIZENS FORUM:

None

2. APPROVAL OF MINUTES:

- 2A. Approval of minutes of the Library Advisory Board meeting held on September 20, 2011.  
Mrs. Carr moved to approve the minutes of the September 20<sup>th</sup> meeting; seconded by Mr. Ellenwood.  
Motion passed unanimously, 3-0.

3. LIBRARIAN'S REPORT:

3A. Monthly Performance Measures

Mr. Schwartz reported the Library has been busy. He reported there have been 4000+ items per month checked out at the History Center. He noted that the History Center is open 40 hours per week. He reported staff filled 613 reserves from books pulled from the basement and the public computers were used an average of 44 minutes per hour each in September.

He also stated there are approximately 3,700 patrons registered in Millennium. He reported 75,000 items have been checked out in Millennium since going live January 24, 2011. He noted patrons are slowly returning their items checked out under the Basket of Books program. He reported the total number of items checked on the end of the Fiscal Year report is lower than in previous years but is most likely due to the renovation closures. Mr. Schwartz suggested that it would most likely be 2013 before we have good comparison data again.

**4. FRIENDS OF THE LIBRARY:**

- 4A. Update on Friends Activities (Daniel Ehrenreich)  
No update due to Daniel Ehrenreich's absence.

**5. CONSIDERATION AND POSSIBLE ACTION:**

- 5A. Library Furniture bids

Mr. Schwartz presented the board members with 3 binders from Library Interiors and a spreadsheet outlining the furniture bids that were received. He explained the spreadsheet and stated he met with Library Interiors and South Texas last week to ask additional questions. Mr. Schwartz asked the board to consider and approve the Library Interiors bid to take to City Council. He stated the Library Interiors bid includes all furniture in the public areas, staff furniture, and end panels for the shelving units. Board members asked questions regarding fabric selection, furniture durability and function, and ease of maintaining the furniture. Mr. Schwartz and Ms. Meismer provided answers. Mr. Schwartz stated the library will be re-using the existing shelves because shelving is the most expensive item in the library. He said they would be updated with new end panels for a fresh, consistent design.

Mrs. Carr motioned to accept the recommendation of Library Interiors' bid and have Mr. Schwartz present it to City Council. Mr. Ellenwood seconded the motion. Motion passed unanimously, 3-0.

**6. INFORMATION AND DISCUSSION:**

- 6A. Update on Mary Elizabeth Holdsworth Library Foundation activities (Robin Amerine)  
No update due to Robin Amerine's absence.

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

Mr. Schwartz reported they are power washing the exterior of the building, installing the playground materials, and working on the parking lot. He stated they may start pouring the parking lot next week, starting at the History Center and working toward the library. He also reported the interior scaffolding is coming down so the construction crew can frame and finish the walls. He said once that is done, they will start painting the interior. He also reported the contractors are starting to frame the windows on the old balcony. Ms. Moseley asked when the newly renovated library will re-open and accept customers. Mr. Schwartz reported everyone is striving to reopen at the end of January or sometime in February.

- 6C. Update on e-books (Daniel Schwartz)

Mr. Schwartz reported the library is looking at several different e-book vendors, including 3M, Baker & Taylor, and Overdrive. He stated staff will finalize the e-book vendor soon. He stated the vendors need 4-8 weeks to set up the e-book product and train staff. Mr. Schwartz stated the library will buy the e-book and it would be available to the patrons to check out. He stated patrons would need to download the app for e-books. He said the item would be downloaded from the library and checked out for a certain time period. Once that time period expires, the item then locks up and the patron would have to re-download it from the library. Mr. Schwartz stated when the library gets e-books all staff will be trained how to download and use the product and will be able to answer patrons' questions.

Mr. Schwartz reported he attended an e-book conference and he won a Nook to be used at the library. Mrs. Carr asked if the library would also be adding Playaways. Mr. Schwartz reported that staff is looking into it. Mr. Schwartz also reported San Antonio Public Library signed up to use Overdrive, which uses Kindles. He stated the drawback of Overdrive is the library leases the e-books and does not own them.

- 6D. Next scheduled Library Advisory Board meeting – November 15, 2011

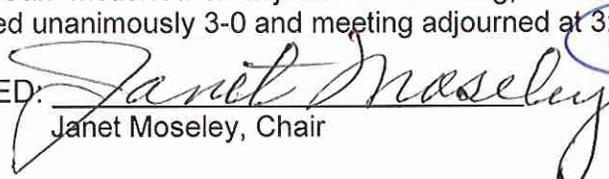
**7. ANNOUNCEMENTS OF COMMUNITY INTEREST**

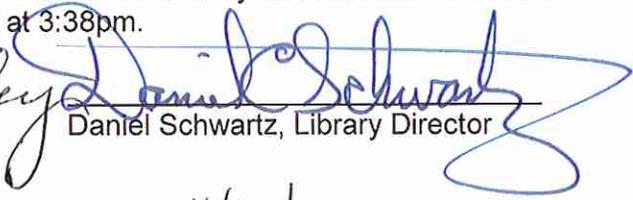
None

8. ADJOURNMENT

Mrs. Carr motioned to adjourn the meeting; motion seconded by Mr. Ellenwood. Motion passed unanimously 3-0 and meeting adjourned at 3:38pm.

APPROVED:

  
Janet Moseley, Chair

  
Daniel Schwartz, Library Director

  
Gretchen Atkinson, Recording Secretary

11/15/11  
Date minutes approved & signed