

**ABILENE PUBLIC LIBRARY ADVISORY BOARD MEETING MINUTES  
FEBRUARY 1, 2016**

The Abilene Public Library Advisory Board met in the Conference Room of the Library at 4:00 P.M., Monday, February 1, 2016. A quorum was present

Board Members present: Robert Carleton (Chair), Debra Lillick (Vice Chair), Patricia Nail, Dennis Regan, Ginna Sadler, Joe Specht, Clint Buck, Michael Carrisalez.

Board Members absent: Carrie Casada, Stan Chapman, Tiffany Fink

Also attending: Lesli Andrews (Interim Director of Community Services), Mirenda Walden (Interim Assistant Director of Community Services), Kelley Messer (Assistant City Attorney), Lori Grumet (City Librarian), and Janet Bailey (Technical Services Librarian).

Media present: None

Mr. Carleton called the meeting to order at 4:02 P.M.

Election of officers was held according to the Board By-laws. By acclamation, Robert Carleton and Debra Lillick retain their offices of Chair and Vice Chair with no other nominations on the floor.

Minutes were approved as amended by a majority of the Board.

The Chair reported on his desire for a sub-committee to brainstorm ideas for more involvement of Board Members in the Library as advocates and volunteers. He mentioned that Board Member Dennis Regan was doing volunteer work and had logged over 200 hours in calendar year 2015. Mr. Regan is now scanning library permanent record documents so a CD can be provided to the City Secretary and Librarian with searchable content and the Permanent Record can be placed in storage.

The Chair proposed that involvement include promoting the library. One idea to participate in would be to foster a reading display "What is \_\_\_\_ reading now! It could involve the board, prominent members of the community and even school children (what is the class reading).

Ms. Messer was asked about boundaries on board activity as Board Members are also members of the Friends. She will investigate and report back on any potential conflict of interest.

The Chair wishes to call a special work session on the mission and role of the board before the next quarterly meeting. Board members were asked to refer to their Public Library Advisory Board Handbook (2012).

Ms. Grumet introduced the new board member and asked board members to go around the table and introduce themselves to Mr. Carrisalez. She praised staff for their holiday decorations. She updated the board on LibCon and summer reading programs. She discussed the status of South Branch Library, strength of the Friends fundraising for the project. She stated that almost all of the existing fixtures at South Branch will go to the new space.

Ms. Grumet discussed the state of main library. The roof held watertight in the recent rains. The elevator has a new floor and she explained about the move of the periodical collection to the 2<sup>nd</sup> floor. She also detailed the planned move of the circulation desk and other changes on the main floor of the library.

Ms. Grumet spoke about the development of a library at Dyess AFB that is a reversal of the original plan under which the library received library materials from the base, however she explained that they will be starting over once their building has been repaired. A librarian will be hired and a new collection developed.

Ms. Grumet described the new library registration form that will soon be in use. She explained that on-line registration is not yet ready due to the need to verify identity in person. Perhaps in the future it would be offered.

Ms. Grumet announced that the library now has Minecraft on the mobile lab computers for the use of our teens. She also announced that the annual report would be out soon and asked the Board to recommend volunteers or to volunteer themselves. She explained that the City is not prepared to fill the Administrative Assistant position at this time, following the retirement of Kim St. Clair in December.

Ms. Grumet explained to the Board the TLA Smart award and that the Library is one of three finalists. The project submitted was the collaborative project with Dyess AFB. She will make a presentation at TLA on the project.

Janet Bailey, Technical Services Librarian gave a presentation to the Board on the topic of Interlibrary Loan. She explained that often purchasing materials for patrons is more cost effective than borrowing through interlibrary loan.

Ms. Grumet read Carrie Casada's e-mail message on Friends of the Library activity.

The Strategic plan was presented and Joe Specht made the motion and Ginna Sadler seconded the recommendation and acceptance of the Strategic plan and its forward to the City Council at a time to be determined by Ms. Andrews. Recommendation was approved by vote of the Board.

Library fines and fees from ten comparison cities were presented. Mr. Regan recommended consideration be given to future fees, such as for the pending makerspace. Sale of small items such as flash drives, earbuds, etc. was discussed. Ms. Andrews explained that the City Manager is looking at a comprehensive fee schedule for the City and input may be needed before May for Council review. Joe Specht recommended a committee of the whole meet. The board tabled discussion at the motion of Debra Lillick to review of the fines and fees for the Library to a special meeting to be called in March by the Chair. At that same meeting the board will engage brainstorming on the role and mission of the Board.

A short discussion on Advisory Board name tags was concluded by direction that plastic name badges would be used, in the manner as the Friends of the Library, and that would be tried for a period before expending funds on more permanent name badges for Board Members.

The meeting was adjourned at 5:15 P.M.

Respectfully submitted,

*Lori Grumet*

Lori Grumet,  
City Librarian