

ABILENE PUBLIC LIBRARY ADVISORY BOARD MEETING MINUTES
February 6, 2017

The Abilene Public Library Advisory Board met in the Conference Room of the Library at 4:00 PM, Monday February 6, 2017. A quorum was present.

Board Members present: Robert Carleton (Chair), Clint Buck, Carrie Casada, Stan Chapman, Dennis Regan, Ginna Sadler, Joe Specht

Board Members absent: Debra Lillick (Vice Chair), Michael Carrisalez

Also attending: Kelley Messer, Assistant City Attorney; Leslie Andrews, Community Services Director; Lori Grumet, City Librarian; Marnie Boyers, Library Administrative Assistant

Media present: None

Mr. Carleton called the meeting to order at 4:00 PM.

Minutes were approved as submitted by a majority of the board.

Election of officers: Dennis Regan elected as new chairman and Clint Buck as Vice Chair. Approved as nominated. Rob Carlton turned the gavel over to Dennis Regan. Mr. Carlton spoke of how much he enjoyed working with the Board and noted that he is on the last year of his term. Mr. Regan asked that everyone be patient with him as this is a new venture for him.

Director's report: Lori Grumet gave the statistics on South from November 19th through end of January – 60,599 visitors since the opening. Over 1000 new library cards issued, 52,000 items circulated – that is up by 10,000 items. Programming is going well. The City Council's work session was held at South and was televised. Currently getting bids for weekend custodial services. A/V setup at South is being refined, may need separate A/C for control room due to overheating. Door counters are waiting to be installed. A twelve-foot ladder was purchased in order to reach the ceiling grid and outlets.

The Dyess librarian Jennifer Rodman has a room on the 7th floor 4th Support Squadron building. It has the basic bones of a new library. Jennifer has requested membership in the ALC. Lori is meeting with Jennifer every week and mentoring plans for a new facility that is to be added on to the Hangar Center. The original lending library was damaged by the sprinkler system.

The Makerspace walls have been painted by staff. Countertops still need to be stained. We have received our 3D printer, but still waiting on computer to run it. Lori is putting together paperwork that's needed to let patron's utilize the Makerspace. We hope to have up and running by summer. The space is located in the basement in a space previously utilized by the custodians for storage.

The genealogy shelves have been shifted. The Texas Collection has been re-shelved. We are working on the disposition of the microfilm. The computer lab is to be moved up front for better visual.

Lori handed out a Texas Author Series calendar and invited everyone to attend.

Librarians Dennis Miller and Marty Ketchersid both retired in December. Kelsie Wade resigned and took a new position in Waco. One of our pages has transferred to APD in the Records Department. The new part time employees at South Branch are Bridgett Taylor and Charlotte Ely. Tremain is Branch Manager over digital services, internet and social media – he remains at South. Marianne Vadney is our new librarian at Mockingbird. Heather Carter moved to Information Services here at Main. Our custodian Lyle Stephens passed away. Rob Carlton asked about the planned canopy at South. Lori stated she is waiting on the status from the contractor.

FOL Advisory Report: Carrie Casada stated she has been on the board for six years and it is time for her to roll off. Carrie said she emailed Tim and asked for the status of the Friends – Tim stated they are enjoying the afterglow of South Branch. Lori was asked to extend membership to Friends for the Board Members. Clint asked about Board Members also being Friend Members. He stated this is the first time in long time there has not been a Friends Board Member on the Advisory Board.

Bylaws discussion: Term limits were discussed. Two year terms was questioned. Lori and Rob had a discussion on new member appointments. Lesli Andrews commented on term limits of other boards in the City. Attendance of City University was discussed. Dennis requested that this item be left open until the next meeting. Board Meeting frequency was discussed. An agreement was made by all to leaving it at four times a year. Special meetings can be called as needed. Joint meetings with friends as desired or needed.

Dennis asked to skip item 7 on the agenda.

Strategic plan review: Lori passed out the executive outline developed from last year's City Council committee. The status of each area identified by the committee:

*Makerspace – in progress.

*Rehab the Main Library – in progress.

*Lincoln project is on hold.

*Mockingbird Branch projects being addressed.

*Incorporating tech in the library service module – we are looking into the circulation of tablets and an item called a Playaway – it is an MP3 type player that is preloaded with educational software. 3D virtual reality goggles were mentioned.

*Business Development Center – pushing the date and trying to pull together partnerships. We have a grant to purchase some technology for job search applications.

*Volunteerism – is up. 2826 hours this year – last year 1962 hours.

*Outreach – when some of our current projects are completed, we will have more opportunities for outreach.

*Metrics – annual report being completed. Lori wants to compare it to our ten peer cities for comparison.

*Collection HQ software – have been using for one year now. We are coming to the place where it will become more helpful. It is helping to give us a baseline. It has shown an increase in circulation and helped us cull our collection.

*Costs – Haven't done an in depth study. We are currently holding the line with the budget. We have a dollar figure per population we have to meet and we are in range for this year and next year. Budget will likely need to be increased in the future.

Lori asked for everyone to go back and look at Strategic Plan and come back to her with ideas and areas you think we need to focus on. Send her the top three things you would like to see changed or improved.

Joe Specht asked about the ongoing homeless issue. Lori believes it is better. The City Marshall comes around daily to visit and do a visual sweep.

The meeting was adjourned at 5:03 PM.

The next scheduled Advisory Board Meeting is May 1, 2017 at 4 P.M.

Respectfully submitted,

Marnie Boyers

Marnie Boyers, Library Administrative Assistant