

LIBRARY ADVISORY BOARD MINUTES
OF A REGULAR MEETING

KERRVILLE, TEXAS
July 17, 2018

On Tuesday, July 17, 2018, the Library Advisory Board meeting was called to order by Chairperson David Lipscomb at 3:00 p.m. in the Library Meeting Room, 505 Water Street, Kerrville, Texas.

MEMBERS PRESENT:

Astrid Box	Chairperson
Carol Wichman	Vice-Chairperson
David Lipscomb	Board Member
Tom Moser	Board Member
Jane Smith	Board Member

MEMBERS ABSENT:

None

STAFF PRESENT:

Mark McDaniel	City Manager
Kim Meismer	Executive Director for General Operations
Laura Bechtel	Library Director
Danielle Brigati	Assistant Library Director
Rachael Carruthers	Recording Secretary

VISITORS PRESENT:

Jenna Carpenter	Kerrville Daily Times
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3. VISITOR/CITIZENS FORUM:

None

4. APPROVAL OF MINUTES:

2A. Approval of minutes of the Library Advisory Board meeting held on April 17, 2018

Ms. Wichman moved to approve the minutes. Mr. Lipscomb seconded the motion and it passed 5-0.

6. INFORMATION AND DISCUSSION:

3A. Quarterly Update by Library Director (staff)

Ms. Bechtel informed the Board that the Library has finished migrating the integrated library system; the new features were outlined for the Board.

At the end of June, the Library had 10,838 patrons and had checked out over 12,000 items; Ms. Bechtel noted that the increase in circulation corresponds with the Summer Reading Program. Ms. Bechtel informed the Board that the Library had 9,611 visitors in June. Ms. Bechtel reported the Fiscal Year statistics to the Board. Ms. Bechtel presented the Board with the library program report. Discussion occurred regarding the distribution of patrons between the City of Kerrville and Kerr County and library usage.

Ms. Bechtel presented the financial statements and revenue report for the Library and History Center.

3B. Update on Friends of the Library activities (Jane Smith)

Ms. Smith informed the Board that the Friends have received a gift from the estate of Martha Foy. The Friends will distribute some funds to assist the Library.

Ms. Smith informed the Board of the status of the Books for Babies program. The Friends have reordered books for the program after the wrong item was sent.

Discussion occurred regarding an essay contest the Friends had run in previous years for high school students.

3C. Update on History Center activities (staff)

Ms. Bechtel informed the Board that the Texas-themed book club has started holding meetings at the History Center. The book club meets the fourth Thursday of the month at 11:30 a.m.

Ms. Bechtel informed the Board that the Remschel-Deering trust meeting is scheduled for the fall.

3D. Update on A.C. Schreiner House activities (staff)

Ms. Bechtel informed the Board a minor leak had occurred in the mansion. The claim has been filed with insurance and repairs are underway. Ms. Bechtel reported that the Farmers Market continues to perform well on the grounds.

3E. Kerr County Use Report (staff)

Mr. McDaniel introduced himself to the Board and informed them he wished to address the interlocal agreement. Mr. McDaniel provided the Board with an overview of the budgeting for the Library and Animal Services, and noted that City taxes contribute to both services. Mr. McDaniel informed the Board he is committed to working through deal points for the interlocal agreement. Mr. Moser reviewed the process of developing the interlocal agreement for the Board.

3F. Presentation of FY2019 Proposed Budget (staff)

Ms. Bechtel provided the Board with copies of the proposed budgets for the Library, the Library Memorial Fund, and the Remschel-Deering History Center Fund. Ms. Bechtel reviewed the budgets for the 3 funds with the Board. Changes to the budget, including significant savings in the Software Maintenance line, were highlighted. Ms. Meismer noted that the Remschel-Deering Trust will be reducing the monthly contribution as of July 2018 due to funding. Ms. Wichman inquired if salary adjustments were included in the budget; Ms. Meismer responded a 3% increase is programmed into the budget.

3G. Next scheduled Library Advisory Board meeting – October 16, 2018

7. **ANNOUNCEMENTS OF COMMUNITY INTEREST**

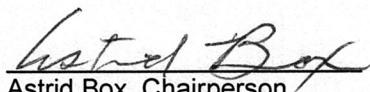
Ms. Bechtel announced she was appointed to the grant review committee for the Texas State Library and Archives Commission.

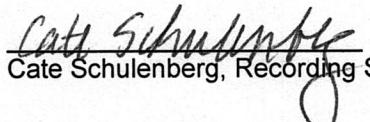
Ms. Bechtel announced the Summer Reading Program will continue through the end of July, with an awards party to be held on August 1.

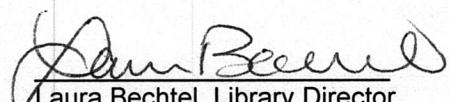
8. **ADJOURNMENT**

Mr. Moser moved to adjourn the meeting and Ms. Wichman seconded. The Library Advisory Board adjourned at 3:44 p.m.

APPROVED:


Astrid Box


Cate Schulenberg, Recording Secretary


Laura Bechtel, Library Director

1/15/19
Date minutes approved & signed