

Tech Services Board Report  
December 2014  
Prepared by Janet Cox, Systems Coordinator

In August, the library said good-bye to senior library technician, Kimberly Bowen, who accepted the position of library director at the Bonham Public Library. At that time we made the decision to upgrade the position to a supervising librarian position. After a series of interviews, the position was offered to circulation supervisor Marci Chen. Prior to coming to McKinney, Marci had worked as a librarian in Hurst, Farmers Branch, and for the Northwest Texas Library System.

We continue to see success with our partnership with Texas Book Consignments. In January I reported we had made a profit of \$1,094.41 for the 2013 year. For the first nine months of 2014, the library has netted a profit of \$3634.52.

In May, the library received a donation for its yearly OverDrive subscription fee. With this donation, not only did we renew our subscription but we were also able to purchase \$3000 worth of children and young adult content which allowed us to get a Teens & Kids eReading room - <http://tinyurl.com/pvfpixrn>. This web page takes all the youth material the library has purchased and puts it all in one place. Patrons can search for books by topic, age range, and genre. There is also a Collections list which includes the library's Mother-Daughter Book Club and many of the Texas reading lists such as Bluebonnet, Lone Star, and Tayshas. I have received positive response from parents about the eReading room.

During the month of May, the library began a project to remove the DVD unlockers connected to the Express Checkout Stations. The DVD unlockers were in need of replacement and the cost to replace the 5 unlocking stations was over \$20,000. The library talked with our 3M vendor, the supplier of the Express Checkout Stations, and librarians at other libraries about security options and chose to do away with the unlocking stations and invest in new DVD security based on their experiences and recommendations. The new security, called Sting Ray tags, takes away most of the need for the locking DVD cases and patrons are pleased with one less step in checking out DVDs. The tags are programmed with a library barcode number and placed over the body of the DVD. The library is still locking DVD sets which contain 5 or more DVDs and our foreign language sets. We opted to do this since these sets tend to be costly and are not as easily replaced as popular or family DVDs. We have received positive response from both patrons and staff about the ease of checking out DVDs using the library's new DVD security.

The library gives patrons access to send faxes using a company called FAX24. FAX24 supplies and maintains fax machines that are reliable and easy to use at both libraries. Patrons are charged \$1.75 for the first page and \$1.00 for each page after. If patrons wish to fax internationally, they are charged \$3.95 for the first page and \$3.45 for each additional page. Patrons wishing to use the library's fax service must have a debit or

credit card. Prepaid fax cards can be purchased from library staff with cash. We have been offering fax services to the public since 2011 and it has been successful. The library also makes a commission based on the gross monthly revenue of machine use. Below is a breakdown of how the library generates the commission:

<b>GROSS MONTHLY REVENUE</b>	<b>% COMMISSION</b>
\$0-50 (Break even)	0%
\$51-100	5%
\$101+	20%

To date the library has had over \$5600 in fax sales and has generated over \$375 in commission from patron use of the library systems fax machines.

By the time the Board meets, we will have completed an upgrade of Polaris, the library's integrated library system. I am hoping it is a successful upgrade with little or no issues. In the upcoming months IT will begin a rollout of new computers throughout the city and the library will receive a new paging system. The new paging system will allow us to prerecord our closing messages in English and Spanish. We are excited about this new option.