

McKINNEY PUBLIC LIBRARY SYSTEM ADVISORY BOARD

JULY 21, 2016

The McKinney Public Library System Advisory Board met in regular session in the Conference room of the John and Judy Gay Library, 6861 W. Eldorado Parkway, McKinney, Texas on July 21, 2016 at 5:00 p.m.

Board members Present: Coretta Lule, Jonathan Perera, Joann Pond, Amanda Hamilton, Peter Samsury, Joseph Closs, Cheryl Darveaux.

Staff Members Present: Lisa Bailey, Branch Manager, Spencer Smith, Director of Libraries, and Brenda Romero, Library Administrative Assistant, as transcriber.

16-725 Minutes of the Library Advisory Board Meeting June 16, 2016

Board members unanimously approved the motion by Board member Peter Samsury, seconded by Board member Cheryl Darveaux, to approve the minutes as presented.

16-726 Discuss John and Judy Gay Public Services Report

We are in the process of reorganizing at the John and Judy Gay Library (JJGL) with several promotions and organizational moves for some librarians to now work out of the John and Judy Gay branch. We were able to change four of our full-time Library Assistant positions to Library Technicians, and promoted Larry Dishman, Tamara Biggio, and Holly Malone. Kaci Froman will be moving over from the Hall Library to fill the fourth Library Technician position. Mike Smith, Librarian at the Hall Library, was promoted to a Librarian II position, and is now working at JJGL 80% of the time, focusing on webpage support, EnvisionWare, computer lab support, collection development, and customer service. He will also supervise the three shelvers. Janet Cox's departure from the Hall Library allowed us to create a supervising librarian/systems librarian position. Gary Landeck, Director of the Atchison Public Library in Kansas, has been hired to fill this position, and is slated to start work with us on August 11. Gary is knowledgeable about Koha, the ILS we will

soon be using, and has very impressive administrative and public service skills. He will be our main Koha resource, the supervisor of our Library Technicians and Librarian I, participating in collection development, and working with the public. Lisa Bailey will continue as Branch Manager and directly supervise Mike, Gary, and Steve, our circulation supervisor, and setting the tone and the bar for all of their staff.

JJGL continues to set a racing pace in terms of circulation and numbers of youth services programs. In June, we circulated over 105,000 items, and our July numbers are looking even higher. The first twelve days of this month we circulated over 42,000 items, so we may reach 109,000 in circulation this month if this pace continues. The library system owns a little over 225,000 items, so we are turning that collection over fairly rapidly. Despite all rumors that no one reads books anymore, our branch has remained constantly busy this summer, registering 925 new patrons in June alone.

Library staff members are heavily involved with checking the books in and out, answering questions, issuing new cards, and organizing returned items so that they can be reshelved. They also support the youth services events, check children into the programs, track attendance, and provide information to the adult patrons on how to sign up for program tickets. Currently the staff is busy giving prizes to the over 3,000 children who have been reading and keeping track of their minutes on Beanstack, encouraging them to keep on reading!

The move of Mike Smith and the new supervising librarian to JJGL are largely because of the demand for service here. Previously, in addition to the Branch Manager, we have only had one Librarian on staff at JJGL. We now consistently have a number of Librarians here several days a week. With additional staff comes demands for a place for the staff members to work on their assignments and projects. Our part-time staff have always shared work spaces. Fortunately, everyone gets along well,

even the five part-time staff who share a single work space and youth services staff who are not here every day share workspaces with staff who are here when they are not.

We do prefer that those who supervise staff have their own workspace, preferably one with walls and a door. With the arrival of Mike and the new Librarian to come, we have run out of offices and workspaces. As demands for our services grow, the staff and volunteers are hard pressed to check in and shelve items as quickly as they are returned, and our back office space is filled to the brim. Our supervising Librarian will need an office from which to manage the system's migration from Polaris to Koha, and to take charge when Lisa is not in. We are currently working on providing him a workspace at JJGL.

We have continued to make the tutor zone available this summer, and people needing to study or tutor have continued to use this space in the room formerly known as the talk and play room. Toys, puzzles, and puppets have relocated to the window seat area of the children's area so that children still have a place where they can interact with educational toys. Study rooms at the Hall Library are not currently used to capacity, and we can advertise their availability for those who want a study room environment.

Anticipating the beginning of the new school year, we have asked to be included in the Evans Middle School orientation on August 16th, the same day as our big Summer Wrap Up Concert. Our desire is to tell students and their parents what we offer, particularly in after school hours, and to communicate our expectations for student behavior. The Youth Services Department is working on teen programming for this audience, and our goal is to have a productive and positive relationship with the students and their parents. We also look forward to a wider variety of adult programming at JJGL next year as our new library technicians come up with educational or entertaining programming.

Library staff will be busy learning how best to use Koha, the new Integrated Library System that will replace Polaris in October. The public interface will be different, and some workflows may change as we experiment with Koha. Looking farther ahead is the expansion of JJGL, which will bring us more space, more opportunity for activities, and even more new library patrons. This library and staff are happy to be appreciated by the public and eager to meet new challenges.

16-727 Discuss Director's Report

We have come across the busiest month thus far with a historical checkout total of 167,000 items for the month of July. Our program attendance has skyrocketed due to our constant outreach efforts. We currently have 3,200 summer reading participants and still need to continue to push patrons to log their reading hours. Our most recent summer program was Three Rivers, an astronomy based program, which had a steady attendance flow of individuals at the John and Judy Gay library. The most enjoyed stations were the water bottle rockets and the solar telescopes. The library has a new DSLR camera that will allow us to take nice pictures for our Facebook page and additional advertising. We now have document feeders installed on our scanners at both locations, so patrons no longer have to fax/scan one page at a time. This should speed up the process when patrons have multiple pages. We are currently looking into invigorating the Hall library and are working on a small construction project which involves new circulation desk structure, new lighting throughout the library, new signage, and youth/teen furniture. Currently we are gathering quotes and are eager to move forward through the process. An upcoming event we have planned for next year's Memorial Day will be to make READ posters of local veterans and display them on easels throughout our courtyard.

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Board members unanimously approved the motion by Board member Peter Samsury, seconded by Board member Joann Pond to adjourn at 5:22 p.m.

JONATHAN PERERA
Chair