

McKINNEY PUBLIC LIBRARY SYSTEM ADVISORY BOARD

MARCH 19, 2015

The McKinney Public Library System Advisory Board met in regular session in the Dulaney Room of the Roy and Helen Hall Library, 101 East Hunt Street, McKinney, Texas on March 19, 2015 at 5 p.m.

Board members Present: Coretta Lule, Jonathan Perera, Lisa Huang, Janet Farr, Amanda Frady

Absent: Nancy Montgomery-Warren

Staff Present: Beth Bormann, Interim Library Director, Lisa Bailey, Library Systems Coordinator, and Brenda Romero, Library Administrative Assistant as transcriber.

15-287 Minutes of the Library Advisory Board Meeting of February 19, 2015

Board members unanimously approved the motion by Board member Lisa Huang, seconded by Board member Amanda Frady, to approve the minutes as presented.

15-288 Discuss Genealogy and ESL Board Report

The Genealogy Collection continues to grow. Our patrons are pleased and surprised with the scope of the collection. Newcomers to our collection only expect to see items from Texas. They are grateful that we cover 29 states – from Rhode Island to New Mexico, with the concentration on the migration routes to Texas (Pennsylvania south and west). To make the collection easier to navigate, Technical Services and Genealogy have changed the spine labels to change the last line of the call number from author's last name to the county.

Through the efforts of our volunteers and staff, we are able to have the obituary indexes from the McKinney newspapers available through the Library's website. This has increased our visibility throughout the country and around the world. This past year, we have had requests for information from Holland and France as well as from Florida to Oregon.

In addition we had a set of oral histories that were donated to the Library from a local radio station in 1976 that was celebrating the bicentennial of the United States. These histories are of the early years of Collin County. They were originally given to us on cassette tapes. We have copied them to CD and now have them available on the Library's OverDrive subscription as downloadable audiobooks.

We are in the process of scanning our older city directories. Some of these directories are from the 1930's – 1950's. We have also scanned the "Preserve Historic McKinney" calendars from the Historical Commission and placed the pictures of the houses in a binder. Pictures from the early 1900's that were donated to the Library were given to the Collin County Historical Society and Museum as they have the archival space to preserve these pictures.

We have received a grant from the University of North Texas to digitize five reels of the McKinney Democrat-Gazette. These newspapers will be available on UNT's Portal to Texas History. The Library has purchased two microfilm machines and new tables for them. These machines now allow patrons to print and save to a flash drive. They greatly enhance the patron's ability to view the microfilm. The tables now allow the patron space to place their microfilm, writing materials, and extra leg room. Our previous tables did not provide these amenities and were not wheelchair friendly.

In the past year, we have had Genealogy Programs by Guy Giersch, the City's Historical Preservation Officer on researching houses, Lynell Moss on FamilySearch.org, and the Genealogy Department on Genealogy Sources. This last one was followed up with patron assistance by the North Collin County Genealogical Society. The Genealogical Society has been coming to the Library to assist those who are new to Genealogy or those who need additional assistance on Saturday mornings once a month. In the coming months, we will be presenting a program on the

changes to the HeritageQuest database that is available through TexShare.

The Library's English as a Second Language (ESL) program is flourishing. We have had our classes filled to capacity plus have had waiting lists. We have a group of ten volunteers who teach these classes twice a week. Some have taught ESL before joining us; others just want to give back to the Community. We have three sessions of classes. The Fall and Spring sessions teach English, and the Summer session is a Conversational setting to get the students more comfortable in using the English they have learned. Due to the popularity of this program, we just advertise it in the library and through the City's media. We have recently been added to the National Literacy Directory.

Our students come from a varied background. Although most of our students are Spanish speakers from all over Latin America, we have students from India, Pakistan, Africa, Portugal, Japan, Korea, and many other countries. In order to remove one hardship for our students, we do not charge for these classes.

The Collin County Adult Literacy Council has given the Library a small grant which was used to add materials to our Summer session, as well as adding posters, flash cards, and other items to enhance our students' experience. The Council also holds a Family Reading Day in April. We have had both a Volunteer and Student honored at this program. Five of our students with children have received books and a bookcase.

Families and award recipients for this year's Family Reading Day have been nominated. In response to patron requests, we have worked with the Children's Librarian to add Children's Spanish Language materials to the John and Judy Gay Library. We will be adding to this collection based on use and available space.

15-289 Discuss Draft 2015-16 Library Goals and Activities

Beth Bormann addressed the Board and asked if any team members had questions relating to the Library Goals and Activities handed out to them last month. Beth recapped how the library goals streamline with City Council's strategic goals and long term capital plan.

15-290 Discuss Director's Report

Beth Bormann, Interim Library Director, welcomed City Council to the Hall Library. City Council utilized the Dulaney room to host the City Council Candidate Orientation. Beth attended The City Council Meeting and presented the (TMLDA) Texas Municipal Library Directors Award. Acknowledgement was given to the entire library team who worked together in preparing for this year's submission and award showing what great work the team does. The City Council Meeting video is currently available for viewing on the City's website.

Beth Bormann distributed Friends of the Library envelopes during the board meeting and reminded Board Members the FOL is still looking for active members. When Board Members are out and about within the community and draw interest about FOL, Board Members can direct individuals to the Friends webpage located on the library's website. In addition membership envelopes can be handed to individuals that can easily be mailed back to the library.

Due to a Library Board vacancy Beth thanked the Board for their patience as we at times may need to continue "call downs" when notified of a Board Member's absence to make sure we have a quorum as well as provide Board Members with as much notice as possible of meeting cancellations.

The Library team took on a brand new challenge and experience recently as they prepared the fiscal year 2016 budget together. Budget teams were organized and the library staff was able to dig in and learn the meaning behind the numbers allowing them to see the bigger picture of

what happens beyond ordering, moving funds, and financial responsibility they had not been exposed to before. In addition the management team is working together to prepare the Texas State Library Annual Report. The annual report requires a level of standards for the state of Texas recording yearly library funding and stats.

Randy Haak, Public Safety, held an Active Shooter Presentation at both libraries and all employees were required to attend one meeting. Beth also talked about creating internal safety codes with the library team as we continue to educate ourselves and to stay alert. Additionally we will work on pinpointing evacuation routes, safe shelter locations within the library, and further emergency training.

We have added an additional Staff Development Day with our first being held on Monday, March 18th. A Staff Development Day Committee has been created and preparations are now in the works. The phone trees for both libraries have been rerecorded to provide translation in English and Spanish. Soon, the John and Judy Gay Library will begin to receive and answer their own calls; they will no longer be routed to the Hall Library. We are all very excited about the arrival of our new multifunctional document stations allowing patrons to print and scan or fax any document from a lab computer or to their own device. The document stations were purchased by an EDGE Initiative reimbursement grant through the state of Texas. Both stations will be installed and working by the end of March. A new drink vending machine has been installed at the Hall Library; staff and patrons have not hesitated to take advantage of this new amenity. In addition to these changes Beth communicated to the Board the Library Team will continue to strive to makes things easier, simpler, and better for customer relations. The next board meeting will be held on Thursday, April 16, 2015.

JONATHAN PERERA
Chair

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